

DEFERRAL, SUSPENSION, WITHDRAWAL FORM

APPLICATION TO CHANGE MY ENROLMENT

Date: _____

Student Name: _____

Address and Phone: _____

Course Enrolled: _____

☐ **DEFER** my enrolment (you have been given an offer but wish to change the date you start your course)

☐ **VARY MY SUBJECT LOAD** (you have started but wish to vary your subject load)

☐ **SUSPEND** my enrolment (you wish to temporarily suspend your studies)

☐ **WITHDRAW** (Withdraw from the course and cancel my enrolment)

(Tick which one applies to you)

☐ I have received and read the college's S14 **Deferral, Suspension, Withdrawal**, policy and understand the conditions making this application.

Please detail your reasons for making this application. Please include dates relevant to your plans:

(If required, please attach any supporting documentation for your application)

I am also aware that any decision to grant my application for enrolment deferral, variation, suspension, or withdrawal may affect my Student Study visa if I am an international student. Where my application to defer, suspend or cancel my enrolment is for period more than 28 days, I may be required to return to my home country unless approved by the Department of Home Affairs.

Signature of Student

Office use only

☐ details ADDED to Student Notes in College Database?

☐ is this form filed in Student hard file?

☐ has a note been added to Student Monitoring?