



Deferment, Suspension, Cancellation Form

This form will be used for students wishing to defer, suspend or cancel from their current course, before commencement or during commencement. Please read the policy and procedure in the student handbook before completing this form. **Please fill out the information in BLOCK (capital) letters.** Your visa may be affected by your application to defer so you should contact DHA on 131881 to discuss any visa implications.

Student Details			
Please tick the best option, where boxes are provided.			
<input type="checkbox"/> Agent applying on behalf of the student		<input type="checkbox"/> Student applying	
Agent Name			
Agent Email			
Given Name		Surname	
Date of Birth		Student ID Number	
Email		Mobile Number	
Current Address		Course name	
		Course start/end date	
<input type="checkbox"/> Defer course <input type="checkbox"/> Suspend course <input type="checkbox"/> Cancel course			
Reason for request		Student Checklist	
<input type="checkbox"/> Visa Rejection (please attach DHA letter) <input type="checkbox"/> Release from college (offer letter/COE required, student cannot change providers within 6 months of the principal course without a release letter) <input type="checkbox"/> Medical/Personal/Family Reason <input type="checkbox"/> Other (_____)		<input type="checkbox"/> DHA letter for visa rejection <input type="checkbox"/> Copy of release letter <input type="checkbox"/> Medical Certificates for medical reason <input type="checkbox"/> Medical certificates of family member sick/personal reason proof <input type="checkbox"/> Receipt copy for extra payments made <input type="checkbox"/> Other (Please specify below (_____)	
Student Declaration			
<ul style="list-style-type: none"> • The information provided is true and complete. • That you accept that the course structure of the deferred course may change. • That you accept that where your deferment results in commencement of studies in a new study intake, the fees for the course may be increased and you understand the implications on your student visa. • That you have attached all required supporting documents. • That you Understand ATQ will notify DHA 			



Student Signature		Date	___/___/___
Agent Signature (if applicable)		Date	___/___/___
<p>Please return this form to our office at the details below. We will advise you of the outcome of your application. If your deferral is approved, further information about the status of your Confirmation of Enrolment and student visa will be sent to you.</p>			
OFFICE USE ONLY			
<input type="checkbox"/> Approved			
<input type="checkbox"/> Declined		Reason	