

Enrolment Withdrawal Form

Your Details

Student Number: _____ USI: _____

Course Enrolled In: _____

Given/First name: _____

Family name: _____

Address : _____

State: _____ Post Code: _____

Email: _____

Contact Phone: _____ Mobile: _____

Reason for Withdrawal – Please Tick

- No longer wish to study in Australia Change of VISA Status
- No longer wish to study in this State Financial Issues
- No longer wish to study in this vocation Personal Issues
- Returning to Home Country Medical Issues
- Enrolling in another institution
- Other *Please specify:* _____

1. If transferring to another institute you must attach:

Letter of Offer

Name of Institution: _____

Course Name: _____

2. If you are returning home you must attach:

One way plane ticket

3. If your visa condition has changed you must attach:

Copy of new visa

Student Signature: _____

Date: _____

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OFFICE USE ONLY- Please ensure this form is signed by all listed departments

OFFICE USE ONLY		Approval	
		Yes	No
Finance Signature			
Date		Yes	No
Student Services Signature			
Date		Yes	No
Admissions Signature			
Date			

IF APPROVED: Admissions to ensure the relevant entity department is formally notified of the student's withdrawal, processed on PRISMS and a copy of completed withdrawal form is filed on the student's file.