DEFERRAL, SUSPENSION OR CANCELLATION APPLICATION FORM
(Domestic/ Other Temporary Visa Student)

- **Please fill it in using CAPITAL/BLOCK LETTERS and tick (✓) relevant option.**

Personal Detais		**Contact Details**		
Student No.:		Email Address:		
Given Name:		Mobile Phone No:		
Family Name:		Address:		
Gender:	❑ Male ❑ Female		Post Code:	
Date of Birth:	/ /	USI No.:		
Course Code & Name:				

I would like to apply for: tick (✓) relevant option

☐ A. Deferral of Commencement

Initial Start Date:	/ /	Supporting document attached	☐Yes ☐No ☐ N/A
Deferred Start Date:	/ /		

☐ B. Suspension

Suspension Start Date:	/ /	Supporting document attached	☐Yes ☐No ☐N/A
Suspension End Date:	/ /		

☐ C. Cancellation

Cancellation Date:	/ /	Supporting document attached	☐Yes ☐No ☐N/A

Details of the reason of your application:

_____

_____

DECLARATION

I, hereby declare that all the information provided in this form is true and correct. I understand that the submission of this form has no bearing on my financial relationship with the Melbourne City College Australia, or modify any fees owing.

Signature: _____ Date: _____/_____/_____

DEFINITIONS:
Deferral: means to delay the commencement of a course.
Suspension: means to temporarily delay the enrolment once the course has commenced.
The College will respond to your application within 10 working days.

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FOR OFFICE USE ONLY			
Application Received by -	Name:	Signature:	Date:
Application Approved:	☐ Yes ☐ No	Date: / /	

If yes:

Deferred Commencement Date Granted: _____/_____/_____

Period of Suspension Granted: _____/_____/_____ to : _____/_____/_____

Cancellation Date Granted: _____/_____/_____

Name:		Supporting documents attached	☐Yes ☐ No ☐ N/A
Signature:		Notification to student attached	☐Yes ☐ No ☐ N/A
		Wisenet Updated	☐Yes ☐ No ☐ N/A
Comments:			

N/A = not Applicable

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