



## Deferment/Suspension/Cancellation Form

### Important Instructions:

- ✓ The form is submitted to the Administration Department for approval
- ✓ Outcome will be notified to you within 10 working days from the date of receipt of complete application
- ✓ You should read the policy carefully to establish your eligibility for this form
- ✓ If you change your address during the period of suspension/deferment/cancellation please contact us to ensure your address details are updated for future correspondence
- ✓ Before your application will be considered, you must complete all the sections below and attached the documents, relevant to your application

### Personal Details

<b>FamilyName:</b>		<b>Gender:</b> Male <input type="checkbox"/> Female <input type="checkbox"/>	
<b>Given Name:</b>		<b>Date of Birth:</b> / /	
<b>Address:</b>		<b>Post Code:</b>	
<b>Student IDNo:</b>	<b>Group:</b>	<b>Mobile:</b>	
<b>Email:</b>			

Course:

Are you leaving Australia?  Yes  No

If YES, Please attach a copy of your travel itinerary to this application and complete the overseas contact details below

Unit/House: \_\_\_\_\_ Street: \_\_\_\_\_  
 Suburb/District: \_\_\_\_\_ State: \_\_\_\_\_  
 Country: \_\_\_\_\_ Overseas Contact No: \_\_\_\_\_

### Applying For

Deferment  Suspension  Cancellation

Please tick the appropriate reason:

- Financial Problem  Unable to cope with course taught  Illness  Personal Matters  
 Family Obligations  Family Bereavement
- Others (Specify):

Suspension Dates Start Date: End Date:

Supporting Documentation Attached



Student Declaration	
<input type="checkbox"/>	I declare that the information provided above is true and complete.
<input type="checkbox"/>	I authorize Della International College Pty Ltd to obtain official student records from any educational institution necessary to make an informed decision about the application or matters that concern enrolment.
<input type="checkbox"/>	I acknowledge that the provision of incorrect information or the withholding of relevant information relating to my application may delay the process of my application or withdrawal of the offer of a place
<input type="checkbox"/>	I understand that deferring, suspending or cancelling my enrolment may affect my current student visa

Student Signature: \_\_\_\_\_

Date: / /

OFFICEUSE ONLY	
Outcome:	<input type="checkbox"/> Approved <input type="checkbox"/> Not Approved
Comments: (if applicable)	<p>.....</p> <p>.....</p> <p>.....</p>
<p><b>Any changes in the student enrolment status is notified to Department Education via prisms within 14 days from the date of change</b></p>	
Processed by:	
Signature:	Date: / /