

Application for Leave of Absence

Student Details

Student ID	<input type="text"/>	Title	<input type="text"/>	Family name	<input type="text"/>
Phone Number	<input type="text"/>			Given name/s	<input type="text"/>
Course	<input type="text"/>			Campus	<input type="text"/>
Leave of Absence requested from	<input type="text"/>			to	<input type="text"/>

Reason for Request

Please tick one box only - Original supporting documentation must be attached to this application

- Serious illness Bereavement Visa Study Other Personal Reasons

* A supporting statement from the course coordinator confirming no unit availability or requisites not met.

Please note: an application based on financial reasons will not be approved. A condition of your student visa is that you have sufficient financial capacity to support your study and stay in Australia.

International Student Visas

You can apply for leave from your studies under compassionate or compelling circumstances.

Such compassionate or compelling circumstances are generally those beyond your control and which have an impact on your course progress or wellbeing.

Share of Personal Information - Disclaimer

Information is collected prior to your enrolment, on this form and during your enrolment in order to meet our obligations under the ESOS Act and the National Code 2007; to ensure student compliance with the conditions of their visas and their obligations under Australian immigration laws generally. The authority to collect this information is contained in the Education Services for Overseas Students Act 2000, the Education Services for Overseas Students Regulations 2001 and the National Code of Practice for Registration Authorities and Providers of Education and Training to Overseas Students. Information collected about you on this form and during your enrolment can be provided, in certain circumstances, to the Australian Government and designated authorities and, if relevant, the Tuition Assurance Scheme and the ESOS Assurance Fund Manager. In other instances information collected on this form or during your enrolment can be disclosed without your consent where authorised or required by law.

Student Declaration

- I have read and understood the guidelines on this form and have submitted appropriate original supporting documentation. I have sought advice from the Student support officer in relation to my student visa. I understand the consequences of this application and accept responsibility to ensure my enrolment is correct.

- I am aware that if my enrolment is deferred, suspended or cancelled, this may affect my visa status. Therefore, I declare that i have been given the advise under possible consequences of deferring, suspending or cancelling my enrolment in regards to my visa implications.

Signature

Date

Office Use Only - Approval

Information for Student Support officer

In determining whether the application for leave should be approved the following issues need to be considered:

Application Approved: Yes No*

* If the application is not approved a statement outlining the reasons why must be provided below:

Name

Officer Signature

Date

Student Service Officer Use Only

Date Processed Yes

Student advised in writing Yes