Application to Defer Enrolment/Study Period

Note:
- **No request will be processed until this form is fully completed.**
- **No request will be processed if there are overdue fees.**
- **You will notified of the outcome within 5 working days**

Please tick (□) the relevant information		
Section 1: Personal Details		
Title: Mr. □ Mrs. □ Ms.□ Miss □	**Sex: Male Female**	**Date of Birth:___/___/_____**
First Name:	**Last Name:**	**Student ID:**
Address:		
Suburb/Town:	**Post Code:**	**Country:**
Mobile:		**Phone (home):**
Email Address:		**Campus:**
Course in which currently Enrolled:		**Course Code:**
Section 2: Request Details		
□ Defer of Commencement of Course	**□ Defer of Study Period (Term)**	
Reason for Request:		
□ I have attached Supporting Documents of my request with this application.		
□ I wish to commence my studies in intake_____, 20_____.		
Section 3: Student Declaration		
I,_____(Applicant) hereby declare that the information contained in this application is true. The choice to change the course/intake/campus is mine, I understand that Innovative College will issue me a new CoE(s) and there may be associated fees which I agree to pay. **Signature:_____Date: _____**		
Section 4: Office Use Only		
Assessing Staff Name:	**Associated Fees (if any):**	
Comments:		
Staff Signature:	**Date:**	
Application Outcome: Approved □ Decline □	**Student advised by: Email □ Phone □**	
Update PRISMS: Yes □ No □	**Update RTO Manager: Yes □ No □**	