

## COURSE WITHDRAWAL FORM

This document is to be completed by the student when requesting to withdraw from a course they are enrolled in with Australasia International School (AIS). Please print clearly completing all fields and submit this form along with any supporting documentation to reception staff.

**Student ID No.** \_\_\_\_\_

First name:		Family name:	
Address:		Suburb/Post code:	
Phone No:		Email:	
Date of birth:		Agent:	
Course:		Start date:    /    /	End date:    /    /
<b>Withdrawal date:</b>			
<b>Reason for withdrawal:</b>			
<b>Student Declaration</b>			
<p>I declare that the information supplied on this form and the information given in support of my application is correct and complete. I authorise Australasia International School to obtain official records to make an informed decision about the application or matters that concern the enrolment.</p> <p>I acknowledge that:</p> <ul style="list-style-type: none"> <li>The provision of incorrect information or the withholding of relevant information relating to my application may result in a delay in the assessment of my application or a withdraw of offer of a place.</li> <li>Withdrawing from a course after the commencement date will result in no refund of the fees paid.</li> <li>After the approval of withdraw process my CoE's will be cancelled and this may result in the cancellation of my student visa.</li> </ul>			

**Student signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_

Office use:	
Processed by: _____	<b>Date:</b> _____