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

<table>
<thead>
<tr>
<th>Family Name:</th>
<th>Gender: Male ☐ Female ☐</th>
</tr>
</thead>
<tbody>
<tr>
<td>Given Name:</td>
<td>Date of Birth:</td>
</tr>
<tr>
<td>Address:</td>
<td>Post Code:</td>
</tr>
<tr>
<td>Student ID No:</td>
<td>Group:</td>
</tr>
<tr>
<td>Email:</td>
<td></td>
</tr>
</tbody>
</table>

Course

☐ BSB40215 Certificate IV Business
☐ BSB60215 Advanced Diploma of Business
☐ CPC50308 Diploma of Building and Construction (Management)
☐ SIT30813 Certificate III in Commercial Cookery
☐ SIT50416 Diploma of Hospitality Management
☐ BSB51915 Diploma of Leadership and Management

☐ BSB50215 Diploma of Business
☐ CPC30611 Certificate III in Painting and Decorating
☐ BSB51215 Diploma of Marketing
☐ BSB60515 Advanced Diploma of Marketing
☐ SIT40413 Certificate IV in Commercial Cookery
☐ SIT60316 Advanced Diploma of Hospitality Management
☐ BSB61015 Advanced Diploma of Leadership and Management

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 as per DIBP requirements:

<table>
<thead>
<tr>
<th>Unit/House:</th>
<th>Street:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Suburb/District:</td>
<td>State:</td>
</tr>
<tr>
<td>Country:</td>
<td>Overseas Contact No:</td>
</tr>
</tbody>
</table>

Applying For

☐ Deferment ☐ Suspension ☐ Cancellation

Please tick the appropriate reason:

☐ Financial Problem ☐ Unable to cope with the course taught ☐ Illness ☐ Personal Matters
☐ Family Obligations ☐ Family Bereavement

☐ Others (Specify): ____________________________

Suspension Dates
Start Date: _________ End Date: _________

Supporting Documentation Attached ☐

Student Declaration

- I declare that the information provided above is true and complete.
• I authorize Australia National Institute of Business 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.
• 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.
• I understand that deferring, suspending or cancelling my enrolment may affect my current student visa.

Student Signature................................................................. Date: / / 

OFFICE USE ONLY

Outcome: ☐ Approved ☐ Not Approved

From Date: ____________________________ to ____________________________

Comments: (if applicable)
........................................................................................................................................................................

Any changes in the student enrolment status is notified to Department of Immigration via prisms within 14 days from the date of change.

Processed by: ____________________________ Sign: ____________________________ Date: ________________