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Return completed form to:
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CRICOS 02563D

APPLICATION FOR COURSE CHANGE

PERSONAL DETAILS

Student Name:

Student Number:

Contact Number:

Email:

CURRENT ENROLMENT DETAILS

Course Name:

Commencement date:

Last actual date of study:

Course duration:

Weeks of study completed:

NEW COURSE DETAILS

Course Name:

Commencement date:

Course duration:

REASON(S) FOR COURSE CHANGE (attach any relevant documentary evidence)

DECLARATION

I understand and will abide by all rules and procedures if the transfer is approved. I understand that DIAC will be notified of this change if I am studying on a Student Visa and I may have to go to immigration to lodge a new CoE. I understand that there will be a charge of \$100 incurred for this change and a \$65 charge for issuance of a new CoE. I will pay any outstanding tuition fees applicable to this course change.

Signature

Date

Office Use Only

Received by:

Date:

Approved: Yes No

Approved by:

Reason, if not approved:

Difference in tuition fees: \$

Course change fee: \$

Change of CoE fee: \$

Total due: \$

Date student informed of result:

eBECAS updated: