



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. <input type="checkbox"/> Mrs. <input type="checkbox"/> Ms. <input type="checkbox"/> Miss <input type="checkbox"/>	Sex: Male <input type="checkbox"/> Female <input type="checkbox"/>	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

<input type="checkbox"/> Defer of Commencement of Course	<input type="checkbox"/> Defer of Study Period (Term)
Reason for Request:	
<input type="checkbox"/> I have attached Supporting Documents of my request with this application.	
<input type="checkbox"/> 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 UTI 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 <input type="checkbox"/> Decline <input type="checkbox"/>	Student advised by: Email <input type="checkbox"/> Phone <input type="checkbox"/>
Update PRISMS: Yes <input type="checkbox"/> No <input type="checkbox"/>	Update RTO Manager: Yes <input type="checkbox"/> No <input type="checkbox"/>