



## **ENROLMENT CANCELLATION/SUSPENSION**

## **2018 REQUEST FORM**

## Student Details Request

First Name (s)  Visa Type  Enall  (Final address must be provided in block letters)  Mobile  Address  Course Information  Name or courses you are or have been enroled in:  Address  Course Information  Name or courses you are or have been enroled in:  Address  Course Information  Name or courses you are or have been enroled in:  Address  Course Information  Name or courses you are or have been enroled in:  Counting the Properties (EAP)  Combridge CEF  C	Student Number	1.CANCELLATION  Once approved, your enrolment will be cancelled indefinitely. If you are on student
To be eligible to anack your course, you need to satisfy each of the following requirements    Course Information	Family Name	
Requirement 1	First Name (s)	Australia within 28 days in order to comply with your visa requirements.
Requirement 1   You have compassionate or compelling reasons to discontinue your course (please provide evidence), OR   You have compassionate or compelling reasons to discontinue your course (please provide evidence), OR   You have compassionate or compelling reasons to discontinue your course (please provide evidence), OR   You have been granted a new visa   Requirement 2   You have applied to study at another CRICOS registered institution (please provide evidence), OR   You have decided to leave Australia (please provide coupling free for the provide providence)   You have papelled to study at another CRICOS registered institution (please provide coupling free for provide evidence)   You have papelled to study at another CRICOS registered institution (please provide coupling free for provide evidence)   You have papelled to study at another CRICOS registered institution (please provide coupling free for provide evidence)   You have papelled to study at another CRICOS registered institution (please provide coupling free for provide evidence)   You have papelled to study at another CRICOS registered institution (please provide coupling free for provide evidence)   You have papelled to study at another CRICOS registered institution (please provide coupling free for provide evidence)   You have papelled to study at another CRICOS registered institution (please provide coupling free for provide evidence)   You have papelled as copy of your received a copy of your received as your own was coupling free for provide evidence   You have papelled as copy of your device a copy of your one-way flight tickel), OR   You have papelled as copy of your device and provide evidence   You have papelled as copy of your device and provide evidence   You have papelled as put on hold on the grounds of compassionate or compelling reasons to temporally suspend your course evidence   You have papelled to study after advising the college of the date of your return. I You have papelled to support your suit dies will be put on hold on	Visa Type	To be eligible to cancel your course, you need to satisfy each of the following requirements:
Vou have completed at least a foundths of your primary course, QR		D 1 14
Vou have compassionate or compelling reasons to discontinue your course (please provide evidence), OR   Vou have been granted a new visa   Requirement 2   Vou have been granted an extraction   Vou have been granted and accordance with the Granted   Vou have compassionate or compelling reasons to temporary suspend your course   Vou have compassionate or compelling reasons to temporary suspend your course   Vou are planning to resume your course within 6 months or your course end date is less than 6 months from the date of completing this form   Vou are planning to resume your course within 6 months or your course end date is less than 6 months from the date of completing this form   Vou are planning to resume your course within 6 months or your course   Vou are planning to resume	(Email address must be provided in block letters)	·
Course Information	Mobile	
You have been granted a new visa   Requirement 2   You have been granted a new visa   Requirement 2   You have people of the study at another CRICOS registered institution (please provide a copy of your created institution (please provide a copy of your created institution (please provide a copy of your created to leave sustails (please provide copy of your one-way flight tickelt), OR   You have attached a copy of your new visa.   Requirement 3   You have paided to leave sustails (please provide copy of your one-way flight tickelt), OR   You have attached a copy of your new visa.   Requirement 3   You have paid all your tuition fees up until the cancellation effective date   Do you need a release letter?   yes   no   Do you need your course letter   yes   no   Do you need your course	Address	· · · · · · · · · · · · · · · · · · ·
Visu have applied to study at another CRICOS (D. R)	Address	·
Name or courses you are or have been enroled in:    Academic English Preparation (AEP)   Cambridge KET   Cambridge KET   Cambridge KET   Cambridge FET   Cambr	Course Information	
Academic English Preparation (AEP)   Control English Preparation (AEP)   Control English for Academic Purposes (EAP)   Control English for		
Gambridge KET   Gambridge KET   Gambridge KET   Gambridge KET   Gambridge KET   Gambridge KET   Gambridge FCE   Gambridge FC	Name or courses you are or have been enroled in:	te e
Cambridge PET	☐ Academic English Preparation (AEP)	
Cambridge KE	☐ English for Academic Purposes (EAP)	15 5
Cambridge FCE Cambridge CAE Cambridge CAE Cambridge CAE Cambridge CAE Cardificate V in Business Certificate IV in Project Management Practice Certificate IV in Project Management Practice Certificate IV in Marketing and Communication Diploma of Business Diploma of Business Diploma of Event Management Diploma of Event Management Advanced Diploma of Project Management Certificate IV in Marketing and Communication Diploma of Event Management Diploma of Project Management Certificate IV in Marketing and Communication Diploma of Event Management Diploma of Event Management Certificate IV in Marketing and Communication Diploma of Event Management Certificate IV in Marketing and Communication Diploma of Event Management Certificate IV in Marketing and Communication Diploma of Event Management Certificate IV in Marketing and Communication Diploma of Event Management Certificate IV in Marketing and Communication Certificate IV in Project Management Certificate IV in Project Management Certificate IV in Marketing and Communication Certificate IV in Project Management Certificate IV in Marketing and Communication Certificate IV in Marketing and Communication Certificate IV in Project Management Certificate IV in Marketing Advanced Diploma of Leadership and Management Certificate IV in Project Management Certificate IV in Project Management Certificate IV in Marketing Advanced Diploma of Leadership and Management Certificate IV in Project Management Certificate IV in Project Management Certificate IV in Marketing Advanced Diploma of Leadership and Management Certificate IV in Project Man	☐ Cambridge KET	<u> </u>
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Certificate IV in Business	☐ Cambridge CAE	
Certificate IV in Leadership and Management   Certificate IV in Marketing and Communication   Certificate IV in Project Management Practice   Certificate IV in Marketing and Communication   Diploma of Business   Diploma of Business   Diploma of Business   Diploma of Project Management   Diploma of Project Management   Characteristic Marketing and Management   Diploma of Project Management   Characteristic Marketing and Management   Characterist	☐ Cambridge CPE	
Certificate IV in Project Management   Certificate IV in Marketing and Communication   Diploma of Business   Diploma of Leadership and Management   Project Management   Project Management   Diploma of Project Management   Project Manageme	Certificate IV in Business	
Certificate IV in Marketing and Communication  Diploma of Business  Diploma of Leadership and Management  Diploma of Project Management  Diploma of Fvent Management  Diploma of Project Management  Advanced Diploma of Program Management  English for Business  Ceneral English  ELTS Preparation  Pronunciation in Context  Start Date dd / mm / yyyy  End Date dd / mm / yyyy  Effective Date  Cancellation/Suspension dd / mm / yyyy  Effective Date  Cancellation/Suspension dd / mm / yyyy  Effective Date  DECLARATION  Lunderstand and agree that:  Changes to my enrolment may affect the status and validity of my visa, and that I should contact the Department of Home Affairs for further information  My Enrolment Cancellation/Suspension Request will be made in accordance with the Greenwich College Terms and Conditions of Enrolment  My agent will be informed about my intention to cancel / suspend my enrolment  Add / mm / yyyy  Signature  To be eligible to suspend your course, you need to satisfy each of the following requirements:  To be eligible to suspend your course, you need to satisfy each of the following requirements:  Pequirement 1  You have compassionate or compelling reasons to temporally suspend your course (Please provide evidence)  Requirement 1  You have compassionate or compelling reasons to temporally suspend your course defined in temporal to provide evidence)  Requirement 2  You have compassionate or compelling reasons to temporally suspend your course defined in temporal your course within 6 months or your course defined.  *Compassionate and or course suspension requests are defined as referring to the death of close family, serious and/or course suspension requests are defined as referring to the death of close family, serious and/or course suspension requests are defined as referring to the death of close family, serious and/or course suspension feet the suspension feet the suspension of the following payment due after the suspension of the following payment due after the suspension of the following paymen	Certificate IV in Leadership and Management	
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Diploma of Project Management Diploma of Event Management Diploma of Event Management Advanced Diploma of Leadership and Management English for Business Ceneral English Diploma of Program Management Diploma of Program Management English for Business Requirement 2 You are planning to resume your course within 6 months or your course end date is less than 6 months from the date of completing this form Requirement 3 You have paid all your tuition fees including the following payment due after the suspension effective date  **Compassionate reasons for cancellations and/or course suspension requests are defined as referring to the death of close family, serious and/or chronic psychosomatic or terminal disease and life threatening health condition or medical treatment. Additionally, major political upheaval or natural disaster in the home country requiring emergency travel and traumatic experience such as involvement in or witnessing of a serious accident or crime can be considered as compassionate and compelling reasons. All the above need to be supported by relevant documentation.  **DECLARATION**   Understand and agree that:   Changes to my enrolment may affect the status and validity of my visa, and that I should contact the Department of Home Affairs for further information   My Ernolment Cancellation/Suspension Request will be made in accordance with the Greenwich College Terms and Conditions of Enrolment   My agent will be informed about my intention to cancel / suspend my enrolment   My agent will be informed about my intention to cancel / suspend my enrolment		
Diploma of Event Management  Advanced Diploma of Leadership and Management  Advanced Diploma of Program Management  English for Business  General English  IELTS Preparation  Pronunciation in Context  Start Date dd / mm / yyyy  End Date dd / mm / yyyy  Effective Date  Cancellation/Suspension dd / mm / yyyy  Effective Date  REASON  Provide the reason for this request  DECLARATION  I understand and agree that:  Changes to my enrolment may affect the status and validity of my visa, and that I should contact the Department of Home Affairs for further information  My gent will be informed about my intention to cancel / suspend my enrolment  My agent will be informed about my intention to cancel / suspend my enrolment  Management 2  (Please provide evidence)  Requirement 2    You have paid all your tuition fees including the following payment due after the suspension effective date  * Compassionate reasons for cancellations and/or course suspension requests are defined as referring to the death of close family, serious and/or chronic psychosomatic or terminal disease and life threatening health condition or medical treatment. Additionally, major political upheaval or natural disaster in the home country requiring emergency travel and traumatic experience such as involvement in or witnessing of a serious accident or crime can be considered as compassionate and compelling reasons. All the above need to be supported by relevant documentation.  DECLARATION  I understand and agree that:  Changes to my enrolment may affect the status and validity of my visa, and that I should contact the Department of Home Affairs for further information  My Errolment Cancellation/Suspension Request will be made in accordance with the Greenwich College Terms and Conditions of Errolment  My agent will be informed about my intention to cancel / suspend my enrolment		Requirement 1
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Advanced Diploma of Program Management  English for Business General English Beliand Free Paraction Pronunciation in Context  Start Date dd / mm / yyyy Duration weeks Cancellation/Suspension dd / mm / yyyy Effective Date  REASON Provide the reason for this request  DECLARATION Lunderstand and agree that: Changes to my enrolment tray affect the status and validity of my visa, and that I should contact the Department of Home Affairs for further information My gent will be informed about my intention to cancel / suspend my enrolment  Advanced Diploma of Program Management less than 6 months from the date of completing this form Requirement 3    You have paid all your tuition fees including the following payment due after the suspension effective date  * Compassionate reasons for cancellations and/or course suspension requests are defined as referring to the death of close family, serious and/or chronic psychosomatic or terminal disease and life threatening health condition or medical treatment. Additionally, major political upheaval or natural disaster in the home country requiring emergency travel and traumatic experience such as involvement in or witnessing of a serious accident or crime can be considered as compassionate and compelling reasons. All the above need to be supported by relevant documentation.  DECLARATION  I understand and agree that:  Changes to my enrolment may affect the status and validity of my visa, and that I should contact the Department of Home Affairs for further information  My Enrolment Cancellation/Suspension Request will be made in accordance with the Greenwich College Terms and Conditions of Enrolment  Add / mm / yyyy  Signature  Date		, ,
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Signature dd / mm / yyyy Date	· · · · · · · · · · · · · · · · · · ·	reenwich College Terms and Conditions of Enrolment
Signature Date	■ My agent will be informed about my intention to cancel / suspend my enrolment	
		dd $m{I}$ mm $m{I}$ yyyy
Office use only	Signature	Date

Release Letter Sent: Received on Date E-mail Sent to agent upon receiving the form Yes Ву ☐ Yes ☐ No ☐ Not applicable STARS updated Signature ☐ Approve Signature ☐ Yes Reject ☐ Not applicable Reason PRISMS updated Date Date ☐ Yes ☐ Not Applicable