

Withdrawal Application Form

About this form

This form is to be used when making an application to discontinue with your studies. If you are withdrawing before you have completed six months of your principal course of study, you must instead complete the Release Application Form.

Please note that any refunds will be processed as per the information included in the International Student Handbook about fees and refunds. If you believe you are due a refund you should also complete the Refund Application Form.

The completed form and supporting evidence should be submitted to Student Support at your current campus or sent to info@thames.edu.au

Please note that course cancellation fee may be applicable to process your request.

Supporting documentation:

- Visa Copy
- Flight Itinerary
- Other (if any)

Section A – Student Details				
Surname:		Given names:		
Date of Birth:	Gender:	<input type="checkbox"/> Male	<input type="checkbox"/> Female	<input type="checkbox"/> Other
Student number:		Nationality:		
Mobile:		Email:		
Address including street number and name, suburb or town, postcode:				
Postal address (if different):				
Section B – Course Details				
Course(s) you wish to withdraw from:				

Section C – Reasons for applying for deferral

Please briefly describe the reason you have decided to discontinue your studies:

Please specify the date from which you wish this withdrawal notice to take effect:

Student Declaration:

- I have read and understood Thames International Collage course transfer requirements as documented on the previous page.
- I understand that it may take up to ten working days to process my request; provided all relevant documents have been submitted.
- I understand that if I have not supplied the appropriate documentary evidence or if the information I have supplied is false and misleading, it may affect the outcome of the release application.
- I understand that it is my responsibility to seek advice from relevant authorities including the Department of Home Affairs regarding the possible impacts to my visa.
- I am aware that course cancellation fee may be applicable to process my request.

Name of student:

Student ID:

Signature:

Date (dd/mm/yy):