

## DEFERMENT AND SUSPENSION OF ENROLMENT FORM

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This form is to be completed by international students who wish to defer/suspend their studies. Deferral/Suspension of studies will be granted in compassionate or compelling circumstances as per Raymond International College's (RIC) Deferral, Suspension and Cancellation Policy and Procedure. Students are required to provide documentary evidence of such circumstances.

Student's visa may be affected by the application to defer/Suspend and hence, student should contact Department of Home Affairs (DHA) on 131881 to discuss any visa implications.

### Student details

Student Name:

Student ID:

Date of Application:

/ /

Course:

I wish to **defer/suspend** (please tick) my enrolment with RIC for the following reason/s:

I wish to defer/Suspend my enrolment until (insert date)

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Address while on leave:

Ph:

Mobile:

Email:

In signing this form, you agree:

- The information provided is true and complete.
- That you accept that the course structure of the deferred/Suspended course may change.
- That you accept that where your deferment/Suspension results in commencement of studies in a new study intake, the fees for the course may be increased and you understand the implications for your student visa.
- That you have attached all required supporting documents.

Please return this form to our office. We will advise you of the outcome of your application. If your deferral/suspension is approved, further information about the status of your Confirmation of Enrolment will be sent to you.

Student Signature: .....

Date: .....

**FOR OFFICE USE ONLY:**

Application Received By:		
Name:	Sign:	Date: