



Deferral / Suspension Application Form

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| Deferment is when a prospective student delays the commencement date of their study. Deferment cannot be applied for or approved once studies have commenced. | Suspension is when a student wish to suspend their studies due to compelling reasons. | |
| STUDENT DETAILS | | |
| Family name: | Given name: | |
| Student ID: | Date of Birth: | |
| Student email address: | Mobile No: | |
| DEFERRAL DETAILS | | |
| <input type="checkbox"/> General English | <input type="checkbox"/> English for Academic Purposes | <input type="checkbox"/> IELTS Preparation |
| From: | To: | |
| SUSPENSION DETAILS | | |
| <input type="checkbox"/> General English | <input type="checkbox"/> English for Academic Purposes | <input type="checkbox"/> IELTS Preparation |
| Commence Course: <input type="checkbox"/> Yes <input type="checkbox"/> No | If Yes, date of last class attendance: | |
| Suspension Start date: | Suspension Finish date: | Total days/weeks/months: |
| REASONS FOR DEFERRAL / SUSPENSION | | |
| <input type="checkbox"/> Course cancelled or rescheduled by AUIPT | <input type="checkbox"/> Natural disaster | |
| <input type="checkbox"/> Refused student visa | <input type="checkbox"/> Traumatic experience | |
| <input type="checkbox"/> Medical reasons or illness | <input type="checkbox"/> Major political upheaval | |
| <input type="checkbox"/> Family/Personal/Financial reasons | <input type="checkbox"/> Non-payment of tuition fees | |
| <input type="checkbox"/> Death of a close family member | <input type="checkbox"/> Misbehaviour by the student | |
| <input type="checkbox"/> Breach of course progress or attendance requirements | <input type="checkbox"/> Others. Please specify: | |
| STUDENT DECLARATION | | |
| <input type="checkbox"/> I have read and fully understand ELICOS Deferral, Suspension, and Cancellation Policy. I understand that completing this form does not guarantee a deferral/suspension from studies. | | |
| <input type="checkbox"/> I understand that I can complete an internal appeal process in accordance with ELICOS Complaints and Appeals Policy available on the Institute website: https://www.auiptlc.edu.au | | |
| <input type="checkbox"/> I declare that the above information is true and correct. I acknowledge that withholding relevant information or providing incorrect information may delay the processing time of the application. I understand that the course delivery, timetable, training plan & duration may be affected & the flexibility of the timetable may not be available. I also accept the deferral fee of \$250 will be incurred if I fail to commence the course after the start of the program as stated on the Letter of Offer. | | |
| <input type="checkbox"/> I understand that taking a suspension during studies does not alter or affect the payment plan signed, regardless of whether the duration of the course has been changed. | | |
| You need to provide evidence/documentation to support your request. Otherwise, your application may be refused. | | |
| <i>If approved, AUIPTLC will report your deferral to the Department of Home Affairs, which may affect your visa status. If you require more information as to how this action may affect your visa status, contact the Department of Home Affairs.</i> | | |
| Student Signature: | Date: | |
| FOR OFFICE USE ONLY | | |
| Date of Submission: | Staff name: | Staff signature: |
| Required evidence attached: | <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA | Deferral fee \$250 paid: <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA |
| Application approved: <input type="checkbox"/> Yes <input type="checkbox"/> No | Name: | Signature: Date: |
| Further Comments: | | |