

**REQUEST TO WITHDRAW
(FOR STUDENTS WITHIN VET STUDENT LOAN ELIGIBLE COURSES)**

ARN:		CHESSN:	
STUDENT NAME:			
COURSE:			
CURRENT UNIT OF STUDY:			

<p>IMPORTANT INFORMATION:</p> <ol style="list-style-type: none"> To be eligible for a refund of tuition fees for the current study period, the <i>Request to Withdraw</i> must be submitted to Student Admissions on or before the census date applicable to the relevant Unit/s of Study. Fee paying students submitting a <i>Request to Withdraw</i> after the census date will be liable for the tuition fees unless special circumstances apply. Students who have chosen the VET STUDENT LOAN deferred payment option who submit a <i>Request to Withdraw</i> after the census date will be liable for the VET STUDENT LOAN debt for the study period unless special circumstances apply.
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Please read the IMPORTANT INFORMATION above, then complete the following section

<input type="checkbox"/>	I wish to withdraw from the course effective immediately (including the current Unit of Study).
<input type="checkbox"/>	I am submitting evidence of special circumstances and requesting a remission of fees.

WITHDRAWAL DATE:			
REASON FOR WITHDRAWAL:			
DATE REQUESTED:		STUDENT SIGNATURE:	

OFFICE USE ONLY	
Date received:	Received by:
Date:	Request to withdraw approved by: _____ • All details must be complete on form before approval given.
Date:	Unit/s of Study amended by:
Date:	VET STUDENT LOAN status updated by: