



GLOBAL COLLEGE AUSTRALASIA

RTO No. 45088 CRICOS CODE: 03564F

Moore St Campus
21 Moore Street, East Perth, WA 6004

Wellington St Campus
176 Wellington Street, East Perth, WA 6004
General Enquiry: 1300 886 340

Marketing & Enrolment: 0448 465 445 E-mail: admissions@globalcollege.edu.au
Website: www.globalcollege.edu.au

DEFERRAL, SUSPENSION, CANCELLATION AND WITHDRAWAL FORM

DSCW Register Number (Admin Staff):

| | | | |
|----------------------------|--|-----------------------|--|
| Date Raised | | | |
| Name of Student | | Student ID number | |
| Student contact mobile no. | | Current Course/Intake | |

Student Request (Please tick)

| | | | |
|-----------------------------------|-------------------------------------|---------------------------------------|-------------------------------------|
| <input type="checkbox"/> DEFERRAL | <input type="checkbox"/> SUSPENSION | <input type="checkbox"/> CANCELLATION | <input type="checkbox"/> WITHDRAWAL |
|-----------------------------------|-------------------------------------|---------------------------------------|-------------------------------------|

Staff Decision (Please tick)

| | | | |
|-----------------------------------|-------------------------------------|---------------------------------------|-------------------------------------|
| <input type="checkbox"/> DEFERRAL | <input type="checkbox"/> SUSPENSION | <input type="checkbox"/> CANCELLATION | <input type="checkbox"/> WITHDRAWAL |
|-----------------------------------|-------------------------------------|---------------------------------------|-------------------------------------|

Section 1

Reason: (Please attach any supporting documentation)

Acknowledgement (Student Only)

I am aware that should the request to grant my deferral, suspension, cancellation or withdraw of enrolment be approved, then my student visa may be affected. Where I am not enrolled in any course for a period of more than 28 days, I may be required to return to my home country unless approved by the Department of Home Affairs.

I am also aware that should my request be denied, then I can appeal the decision in accordance with the Complaints and Appeals process.

The student may access GCA DSCW policy anytime via <https://www.globalcollege.edu.au/wp-content/uploads/2023/08/DEFERRAL-SUSPENSION-CANCELLATION-WITHDRAWAL-POLICY-V4.pdf>

| STUDENT | | STAFF | |
|------------|--|------------|--|
| Print Name | | Print Name | |





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| | | | |
|-------------------|--|-------------------|--|
| Signature | | Signature | |
| Date | | Date | |
| Commencement Date | | Commencement Date | |
| Resumption Date | | Resumption Date | |

| ***Authorisation | | | | |
|--------------------|----------|------------|--------------|-------------|
| Section 2 | | | | |
| Action to be taken | DEFERRAL | SUSPENSION | CANCELLATION | WITHDRAWAL |
| Granted | | | | |
| Denied | | | | |
| Resumption Date | | | | |
| Comments: | | | | |
| | | | | |
| Who | | When | | Required By |
| Signature | | | | Position |

| ***Admin Use Only | | | | |
|-------------------------|-----|----|-----------|--|
| DSCW Register | | | | |
| Logged in DSCW Register | Yes | No | Date | |
| Logged By | | | Signature | |
| Formal Correspondence | | | | |
| Formal Letter Sent | Yes | No | Date | |
| Sent By | | | Signature | |
| Appeal of Decision | | | | |
| Appeal Lodged | Yes | No | Date | |
| CAF Number | | | Signature | |