Course Variation Form

Student Details			
Given Name		Family Name	
Student Number		Date of Birth	
Address in Australia			
Suburb		Post Code	
Email Address			
Visa Type	❒	❒Tourist Visa	❒Working Holiday

Current Enrolment Information			
Current Course	❒ GE	❒CEP ❒ETS	❒ IELTS
	❒ ISSBP	Expected Finish Date	❒ Other
Course Start Date			

Course Variation Request		
Change of Course	From which Course	
	To which Course	
	From which date	
Deferment	Original start date	
	New Start Date	
	Provide your reasons	
Withdraw/Cancellation	Course Effective date	
	Effective Start date	
Suspension	Effective Start date	
	Effective Finish date	
	Duration	Weeks

Terms and Conditions for Deferral, suspension or cancellation of enrolment initiated by the Student

1. Students may defer or suspend their courses only when there are compassionate or compelling circumstances can be demonstrated by submitting evidence.
2. Compassionate or compelling circumstances are:
    i. situations where an overseas student has no control over and impacting the student's course progress or wellbeing. Such as:
        a. Serious illness or injury of the overseas student and unable to attend classes (requires medical
        b. certificate/reports);
        c. Death of close family members such as parents or grandparents (requires death certificate where possible);
        d. Involvement in, or witnessing of a serious accident;
        e. Political and/or natural disaster in the home country and has an impact on the overseas student's study;
        f. A traumatic experience that impacts upon the student's study (requires psychologist's reports);
        g. Where Boston Institute is unable to provide part, or all of the enrolled course;
        h. Not able to begin studying on the course start date, due to delay in receiving a student visa;
        Failure to meet the English entry requirements for the intended course.

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STUDENT DECLARATION

Ideclare the information presented is true and correct. I take full responsibility for my actions and understand BOSTON INSTITUTE may need to inform the relevant Australian government departments of my decision to change my enrolment. I am also aware of my responsibility to inform the Department of Home Affairs of any change of my visa status.

STUDENT SIGNATURE ..... DATE ...../...../..... (dd/mm/yy)

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