



### F.18V05 Deferment Request Form

Student Name:  Student ID:

Date of Birth:  Phone:  Email:

Course:

**Requested Deferment Period:**

From Date:  To Date:  No. of weeks:

*Please refer to the relevant Deferment, Suspension and Cancellation Policy and Refund Policy*

Reason for Deferment	Is Supporting Evidence Attached?	<input type="checkbox"/> YES	<input type="checkbox"/> NO
<input type="checkbox"/> Medical Grounds	Type of evidence:	<input type="checkbox"/> Air ticket	<input type="checkbox"/> Medical Certificate
<input type="checkbox"/> Exceptional Reason	<input type="checkbox"/> Other:	<input type="text"/>	

Please provide details of the reason for which you are requesting a deferment:

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International students must state the reason, and provide documentation for deferring their studies as BARKLY INTERNATIONAL COLLEGE needs to report this information to the DHA although BARKLY INTERNATIONAL COLLEGE may approve your application for Deferment of Studies, the DHA may not do so. You are advised to contact the DHA regarding any visa changes thereafter.

Student Signature:  Date:

**Office Use Only**

Received By:  Date Received:

Deferral Granted:  Yes  No, reason:

Is the end date of the enrolment affected by this decision?  No  Yes, New End Date:

- PRISMS Updated
- Vettrak Updated
- Agent/Student Informed of Decision
- Trainer notified by email

Processed By:  Signed:  Date:

**Document Information**

<b>Title:</b>	F.18V05 Deferment Request Form	<b>Version No:</b>	V5.0
<b>Reviewer:</b>	Administration	<b>Date Created:</b>	1 February 2018
<b>Address:</b>	Level 1, 377 Lonsdale Street, Melbourne VIC 3000	<b>Reviewed Date:</b>	28 June 2024