



## F.50V03 Enrolment Suspension Form

### STUDENT DETAILS

Full Name:  Student ID:

Date of Birth:  Phone:  Email:

Course:

### Suspension Period:

From Date:  To Date:  No. of weeks:

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

### Reason for Suspension

Suspension initiated by Student:

Medical Grounds     Compassionate/Compelling Reason     Exceptional Reason

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

Suspension initiated by Administration Office:

Breach of Student Code of Behaviour (*Please give details below*)

Name of Administration Officer initiating the Suspension:

Admin. Officer Signature:  Date:

Student Signature:  Date:

International students must state the reason, and provide documentation for suspending their studies as Barkly International College needs to report this information to the DHA. Although Barkly International College may approve your application for Suspension of Studies, DHA may not do so. You are advised to contact DHA regarding any visa changes thereafter.

### Office Use Only

Received By:  Date Received:

Suspension Approved:  Yes  No, reason:

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

PRISMS Updated  Vetrak Updated  Agent/Student Notified by email  Trainer notified by email

Application Processed By:  Signed:  Date:

### Document Information

<b>Title:</b>	F.50V03 Enrolment Suspension Form	<b>Version No:</b>	V2.0
<b>Reviewer:</b>	Administration	<b>Date Created:</b>	1 February 2018
<b>Address:</b>	Level 1, 377 Lonsdale Street, Melbourne VIC 3000	<b>Date Reviewed:</b>	30 May 2024