

SC10.2-I: Application for Leave of Absence Form International Students

This form is to be completed by international students who wish to apply for a leave of absence. A leave of absence will be granted in compassionate or compelling circumstances as per Centennial College's Deferral, Suspension and Cancellation Policy and Procedure. Students are required to provide documentary evidence of such circumstances.

Your visa may be affected by your application so you should contact DIBP on 131881 to discuss.

Student Name: _____

Student ID: _____

Date of Application: / /

Course: _____

I wish to apply for a leave of absence from the course I am enrolled in with Centennial College from ____/____/____ to ____/____/____

I wish to have this absence for the following for the following reason:

I have discussed the reasons for the leave of absence with the Director of Studies Yes No

Have your contact details changed since you last advised us of them? Yes No If yes, please provide below.

Residential Address: _____

Suburb & Country: _____

Postcode: _____

Tel (Home): _____

Tel (Work): _____

Mobile: _____

Email: _____

Student Signature _____

Date _____

Please return this form to one of our student service officers and we will advise you of the outcome of your application.

For Office Use Only

Received by _____ (Staff Name)

Date _____

Outcome:

Approved

Refused

Comment _____