

Application Form - Deferment and Suspension

Institute of Culinary Education Pty Ltd t/a Blue Ridge College

Student's Personal Details						
Full Name:						
Student ID:						
Course Code & Name:						
Address:						
Post Code:						
Phone no:						
Email ID:						
Request for: (Please tick the following)						
Deferment	From:		Till:		Last day of study: (If have any)	
Suspension	From:		Till:		Last day of study: (If have any)	
Please tick the reason for the request.						
☐ Medical Grounds ☐ Compelling/compassionate Reasons ☐ Future intake Date ☐ Visa Cancellation ☐ Others; Please specify						
Please mention the reason in detail:						
International students must state the reason and provide documentation for deferring/suspending their studies as Blue Ridge College is required to notify this information to the Department of Home Affairs (DHA) via PRISMS.						

Documents attached:

- ☐ Medical Certificate ☐ Travel Documents ☐ Mails ☐ Supporting Certificates ☐ Copy of visa cancellation
- ☐ Others; please specify _____

Points to be noted:

- ☐ The application for deferment or suspension will be accessed after all the supporting documents and evidence has been provided.
- ☐ Please note that the Academy will grant a deferral or suspension of your studies only if there are compelling and compassionate circumstances and evidence for the same has been provided.
- ☐ Students are advised to seek advice from the Department of Home Affairs on the potential impact on their student visa due to deferment, suspension or cancellation.
- ☐ In cases where deferment or suspension has not been granted, students are required to attend their classes at Blue Ridge College as per their course schedule. Failure to do so may be seen as abandoning studies and students may be reported to the Department of Home Affairs.
- ☐ Students have the right to appeal through Blue Ridge College's complaints and appeals process, in accordance with standard 10 (Complaints and Appeals) of the National Code 2018, within 20 working days. The deferment, suspension or cancellation will not take effect until the internal appeals process is completed, unless the overseas student's health or well-being, or the well-being of others, is likely to be at risk.
- Please note:** It is advised that students should have a valid deferment or suspension because abandoning their studies might lead to cancellation of your visa and you may not be allowed to enter into Australia.

Student's Declaration:

I understand that suspension or deferral may result in an extension of my course duration.

- ☐ I have been advised of all the relevant consequences of the outcome of my request.
- ☐ I have been advised of all the relevant information in relation to the request made on this form.
- ☐ I am aware of my right to appeal.

Student Signature:

Date:

Office use only:				
Authorised person approval	Name			
	Signature		Date:	
Decision of Request	☐ Granted ☐ Not Granted			
Course Adjustment (If required): 				