

DEFER YOUR STUDIES / CHANGE OF COURSE PREFERENCE

(INTERNATIONAL STUDENTS ONLY, EXCLUDING EXCHANGE AND STUDY ABROAD STUDENTS)

HOW TO COMPLETE AND SUBMIT THIS FORM:

This form is to be used by international students who have received an offer from Victoria University International (VUI), to defer the commencement of their studies or change their course preference. This form will be accepted up to a week before faculty enrolment sessions.

You cannot change your course once you are enrolled in a semester. You can submit a Defer Your Studies / Change of Course Preference form for the following semester.

PLEASE NOTE: You will need information contained in your Letter of Offer to complete this form.

If you defer for more than 12 months, you will need to submit a new International Student Application Form to VUI. We will require details of any academic or work activities undertaken during that time.

You may only defer your program to the next available intake. For the next available intake visit: www.vu.edu.au/international-students

1. PERSONAL DETAILS

STUDENT ID:

TITLE: MR MISS MS MRS OTHER _____ GENDER: MALE FEMALE

FAMILY NAME (AS STATED IN PASSPORT): _____

GIVEN NAME(S): _____

PHONE: _____ MOBILE / CELL: _____

EMAIL: _____

COUNTRY OF BIRTH: _____ DATE OF BIRTH:

COUNTRY OF CITIZENSHIP: _____

DID YOU APPLY THROUGH A VICTORIA UNIVERSITY REGISTERED AGENT?: YES NO AGENTS NAME (IF YES): _____

2. ADDRESS

NUMBER AND STREET: _____

SUBURB / TOWN: _____ STATE / PROVINCE: _____

COUNTRY: _____ POSTCODE / ZIP CODE: _____

3. WHAT TYPE OF OFFER HAVE YOU RECEIVED?

FULL OFFER CONDITIONAL OFFER

4. WHAT COURSES HAVE YOU CURRENTLY BEEN OFFERED?

COURSE NAME	COURSE CODE	CRICOS CODE	CAMPUS	SEMESTER (1 OR 2)	YEAR
Example: Bachelor of Business in Accounting	BBAA	002852F	FP	1	2011
1.					
2.					
3.					
4.					

HAVE YOU RECEIVED AN ELECTRONIC CONFIRMATION OF ENROLMENT (eCoE)? YES NO

5. WHAT CHANGE ARE YOU REQUESTING?

I WANT TO CHANGE MY COURSE PREFERENCE

You may change your course preference once only. Any previous offer granted will be automatically cancelled.

NEW COURSE: _____

COURSE CODE: _____

COMMENCEMENT DATE: SEMESTER YEAR

CAMPUS: _____

REASON FOR CHANGE OF PREFERENCE

I WANT TO DEFER MY COURSE STUDIES TO COMMENCE

COMMENCEMENT DATE: SEMESTER YEAR

REASON FOR DEFERRAL:

6. DECLARATION

- I accept that the course fee for the deferral program may differ from the original fee paid and that the difference must be paid before a new eCoE can be issued.
- I accept that the course structure of the deferred program may change.
- I understand that by changing my course this may affect my student visa subclass which could impact my stay in Australia (for more information contact the Department of Immigration and Citizenship).
- I understand that this request is subject to Victoria University International's approval. If approved, a new Letter of Offer with course details will be issued.

STUDENT SIGNATURE: **X** _____

DATE: //

PRIVACY STATEMENT

Victoria University is committed to the responsible collection and handling of your personal information in accordance with all relevant legislation, including the Information Privacy Act 2000 (Vic) and the Health Records Act 2001 (Vic). The personal information collected on this form will be used for the purposes of assessing and processing your application. Your personal information may be disclosed to Commonwealth and State Agencies such as the Department of Education, Employment and Workplace Relations (DEEWR), the Department of Immigration and Citizenship (DIAC) pursuant to reporting obligations under applicable legislation. Your personal information will also be disclosed to your overseas student health care provider and, if you are under 18 years of age, to the carer appointed for you under the National Code made under the Education Services for Overseas Students Act 2000. Your information will not be disclosed to other third parties without your consent. You have a right to access personal information that Victoria University holds about you. See the University's Privacy Policy for details, which can be accessed at www.vu.edu.au/library/pdf/default/PrivacyPolicy.pdf

SUBMIT THIS FORM IN PERSON TO:

City Flinders Campus (VUHQ)
300 Flinders St Ground Floor (University Arcade)
Melbourne Victoria Australia

POST THIS FORM TO:

Victoria University International
City Flinders Campus
PO Box 14428
Melbourne Victoria 8001
Australia

EMAIL THIS FORM TO:

intapps@vu.edu.au

CONTACT VU INTERNATIONAL

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Fax: +61 3 9919 1466
Enquiries: eaaams.vu.edu.au/enquiries
Web: www.vu.edu.au/international