



Student Name: _____ (as it appears on your passport)

Student ID: _____

APPLICATION FOR DEFERMENT OF COURSE

Students may apply to defer their enrolment in a course before the course commences

Course Details (CoE)

Qualification (code and title) _____

Course Start Date: _____

Course End Date: _____

Please specify the date when you wish to commence your course:

____ / ____ / ____

Provide detailed reasons for requesting to defer (attach additional pages, documents if necessary)

 **You must attach correspondence from Immigration showing that you have informed Immigration of your intention to defer your studies, and any response you receive from Immigration.**



Submit this form to Student Administration





APPLICATION FOR LEAVE FROM STUDIES

Students may apply to defer their enrolment in a course before the course commences

Course Details (CoE)

Qualification (code and title) _____

Course Start Date: _____

Course End Date: _____

Please specify the date when you wish to cease your studies:

____ / ____ / ____

Please specify the date when you wish to recommence your studies:

____ / ____ / ____

- You must attach correspondence from Immigration showing that you have informed Immigration of your intention to request leave from your studies, and any response you receive from Immigration.
- I understand that should my request be refused, that I may access Marriott Academy's Internal Appeals Process, and that I must do this within 20 working days of being notified of the decision.





Provide detailed reasons for requesting leave from your studies *(attach additional pages, documents if necessary)*

 **You must attach correspondence from Immigration showing that you have informed Immigration of your intention to defer your studies, and any response you receive from Immigration.**

Submit this form to Student Administration



STUDENT DECLARATION

I declare that all of the information that I have provided in support of my application is true and correct.

I declare that any documents that I have provided in support of my application are authentic.

I understand that deferring my enrolment on any grounds may affect my student visa.

I understand that should my request be refused, that I may access Marriott Academy's Internal Complaints and Appeals Process, and that I must do this within 20 working days of being notified of the decision.

I understand that if I am found to be acting dishonestly, then my enrolment with Marriott Academy may be cancelled.

Student Name (*print name*) _____

Student Signature (*signature*) _____

Date: _____

Office Use Only

- Deferment of course approved **Revised Course Start Date:** _____ **Revised Course End Date:** _____
- Student has been notified in writing
- Student has provided evidence of contacting Immigration

- Deferment of course not approved (please provide reasons for the decision below)
- Student has access Marriott Academy's Internal Appeals process, and decision upheld

- Leave from studies approved **Course Leave Start Date:** _____ **Course Leave End Date:** _____
- Student has been notified in writing
- Student has provided evidence of contacting Immigration
- Student's trainer(s) notified

Authorised Officer (*print name*) _____

Authorised Officer (*signature*) _____

Date: _____



Notes:

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