CHANGE OF ENROLMENT
Withdrawal Form

Student to complete - *If you discontinue your enrolment to take up an offer at another university, you will need to get a release from the University of Sydney. Please consult with staff for the release procedure - do not fill out this form.*

Family name *(as shown in the passport)*:	
Given name(s) *(as shown in the passport)*:	

Student number:	**Student under 18:** Yes☐ No☐ If yes, please indicate below: - **your current accommodation arrangement:**
Date of birth:	Homestay☐ Scape☐ Iglu☐ Other☐
Email address:	**your current visa type:** Student visa☐ Temporary resident☐ Permanent resident☐
Mobile phone:	

Current (NSW) address:
Current Course:
Packaged university degree:

Please select one of the following reasons for your withdrawal:

☐ Academic difficulty
☐ Family issues
☐ Financial issues
☐ Medical/health reasons (*must provide a medical certificate*)
☐ Other (*Provide details in the written parental permission*):

I have provided the following supporting documents* with my application:

☐ Air ticket (required for student visa holders who are not changing to a different provider; departing date required within 28 days of request for over 18 and within 14 days for under 18 students from the last day of study)
☐ Written parental/guardian permission (required for students who are under 18 years old)
☐ Other (e.g. personal statement, medical certificate if applicable)

** Your application will **NOT** be processed if required documents are not provided. Documents can be emailed to* studentrecords@taylorscollege.edu.au

Student declaration (Please tick)

☐ I understand that the withdrawal from enrolment may affect my current visa.

☐ I am giving written consent to the University of Sydney and the College to check my visa status and conditions in VEVO, the Visa Entitlement Verification Online system provided by the Department of Home Affairs (DHA).

Student's signature _____ **Date:** _____

OFFICE USE ONLY

Finance Officer (or Delegate) to complete	
Fees paid:	**Fees due/overdue:**
Comments:	

Finance Officer's (or Delegate) signature _____ **Date:** _____

Student Records Administrator to complete
Tick the following if received: ☐ Air ticket (required for student visa holders who are not changing to a different provider and who are leaving the country) - flying out on: ☐ VEVO checked location and date: _____
Last day at the College (*last day of class*): ___ /___ / _____

College Director (or Delegate) to complete		
Has the student attended 6 months of the principal academic course?	Yes ☐	No ☐
Are there exceptional circumstances?	Yes ☐	No ☐
Refund due?	As per refund policy ☐	No ☐
Comments:		

College Director's (or Delegate) signature: _____ **Date:** _____ / _____ / _____