

Application Form - Deferment and Suspension

The College of Business Management Pty Ltd t/a The College of Business Management (hereby referred to as CBM)

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.						
<input type="checkbox"/> Medical Grounds <input type="checkbox"/> Compelling/compassionate Reasons <input type="checkbox"/> Future intake Date <input type="checkbox"/> Visa Cancellation <input type="checkbox"/> Others; Please specify						
Please mention the reason in detail:						
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International students must state the reason and provide documentation for deferring/suspending their studies as CBM is required to notify 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 case where deferment or suspension has not been granted, students are required to attend their classes at CBM 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 CBM'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: Students are advised to maintain a valid deferment or suspension, as abandoning their studies may result in visa cancellation and could prevent their entry 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	<input type="checkbox"/> Granted <input type="checkbox"/> Not Granted			
Course Adjustment (If required):				