

Application for Student Transfer/Letter of Release

Please read the attached Student Transfer Policy before filling out this form to see if you meet the requirements to be granted a letter of release for transfer.

Student name: _____

Current Address in Australia: _____

Address in home country: _____

Phone no: _____

Mobile Ph: _____

Email address: _____

Reason for transfer:

Please state why you wish to transfer to another training organisation.

Attachments:

Attach a letter of offer from the institution to which you wish to transfer. If there are any gaps between school approved accommodation, support and general welfare arrangements please detail any DIAC approved interim arrangements.

Attach any relevant supporting documentation. This application will be assessed once all documentation has been received. The college may ask for more documentation if it requires it. Applications are usually processed in ten working days.

Student signature

Date