



DEFERRAL OF STUDY FORM

This form should be filled by students if they request deferral of studies at MIA, please note that all requests are subject to MIA's policies and management approvals. Deferment may be granted up to 6 months or upon MIA management team's decision with reasonable adjustment of each individual request. The approval process may take up to 5 working days Please fill out one form for each request.

Note to International Students: All changes requiring CoE amendments will be updated to the Department of Home Affairs through PRISMS System. It is your responsibility to contact the Department of Home Affairs for advice on how your request may impact your visa before making this request.

PERSONAL DETAILS				
Student Name	(As appeared on your student card or passport)			
Student ID:				
Visa Type (Please specify)	☐ Student	☐ Working Holiday	☐ Tourist/ Visitor	☐ Other _____
CONTACT DETAILS				
ADDRESS:				
SUBURB:		STATE:	POSTCODE:	
MOBILE:		E-MAIL:		
Administration Fee (MUST be paid at the time of request)	\$100.00			
PLEASE SELECT YOUR REASON FOR YOUR COURSE DEFERRAL REQUEST BELOW:				
☐ Serious illness or injury*		☐ Visa delay (administration fee is waived in this case)		
☐ Bereavement of close family members*		☐ Academic difficulties		
☐ Major political upheaval or natural disaster in home country		☐ Other (Please specify): _____		
☐ Traumatic experience which could involve in, or witnessing of a serious accident; or witnessing or being the victim of a serious crimes*				
* Supporting evidence is required to be attached with this form				



COURSE DETAILS			
Current Course Enrolled:			
Course Deferral (Change of Start Date)			
Course Start Date		Date anticipated for resuming your study:	
Please note that you are required to inform MIA if you need to change your details on this deferral. By Signing this form, I agree and understand that: • My request to defer my studies may be approved by MIA on grounds of compassionate or compelling circumstances • As an international student, any deferment of my studies may affect my student visa • The Administration fees \$100.00 may apply and must be paid in full in order for MIA to process my request. • If I have enrolled in more than one course, and the courses are overlapping after a deferral, MIA reserves the rights to defer the subsequent courses. • I will be liable for the new study arrangement and payment plan • MIA's terms and conditions will be applied. Student signature: _____ Date: _____			
OFFICE USE ONLY (Please tick on boxes where applicable)			
Outcome : ☐ Approved ☐ Declined Approved by: _____ Approval Date: _____ Signature: _____ <u>Other comments:</u>			