WITHDRAWAL FROM PROGRAM

INTERNATIONAL STUDENT

University of the Sunshine Coast Australia

Important information

- This form is to be completed by international students seeking to withdraw completely from their program(s) of study.
- Completing this form does not substitute a release from UniSC. If you are a Student visa holder and require a release, you must apply for this via the Application for Release form at **usc.edu.au/studentforms** prior to withdrawing from UniSC.
- Withdrawal from courses after certain dates within a study period may incur financial and/or academic penalty. You are required to check important dates at **usc.edu.au/calendars** and refer to the Student Fees, Charges and Refunds – Procedures at **usc.edu.au/FeeProcedures**

1.0 STUDENT INFORMATION

Student ID Number	Family name:	Given name:

Telephone number:	Email address:

Mailing address

Number and Street / PO Box:		City / Suburb:
State:	Postcode:	Country:

2.0 WITHDRAWAL FROM PROGRAM

I am withdrawing from the following program(s):

I request this withdrawal to take effect: ☐ Immediately ☐ After the current study period finishes

Reason for withdrawal: ☐ Financial ☐ Family ☐ Health/Medical ☐ Visa refusal ☐ Other:

Are you leaving Australia? ☐ Yes, the date of my departure is: DD MM YYYY

☐ No, I am not departing Australia and have made appropriate visa arrangements via the Department of Home Affairs

Note: If you are a Student visa holder and have not yet completed six months in your primary program at UniSC, you can not accept a place at another provider without first being released from UniSC. Refer to the 'Important Information' section above.

3.0 STUDENT DECLARATION

I hereby withdraw from my enrolment in the program(s) indicated above. I understand that formal communication at UniSC is provided electronically and will be sent to my nominated email account.

I understand that where UniSC has organised my OSHC with Medibank:

- **After starting my studies,** it will be my responsibility to make any changes to my policy directly with Medibank.
- **Prior to starting my studies,** UniSC will cancel my policy with Medibank.

I understand that the Department of Home Affairs will be notified of the change to my enrolment at UniSC and this may affect the validity of my Student visa (if applicable).

Student signature:	Date:

PRIVACY STATEMENT

The University of the Sunshine Coast collects, stores and uses personal information only for the purposes of administering student and prospective student admissions, enrolment and education. The information collected is confidential and will not be disclosed to third parties without your consent, except to meet government, legal or other regulatory authority requirements. For further information consult the University's Privacy plan at: **usc.edu.au/privacy**

Information is also collected on this form in order to meet our obligations under the *ESOS Act* and the *National Code 2018*, as applies to Student visa holders, to ensure student compliance with the conditions of their visas and their obligations under Australian immigration laws generally. The authority to collect this information is contained in the *Education Services for Overseas Students Act 2000*, the *Education Services for Overseas Students Regulations 2001* and the *National Code of Practice for Registration Authorities and Providers of Education and Training to Overseas Students 2018*. This information can be provided, in certain circumstances, to the Australian Government and designated authorities and, if relevant, the Tuition Assurance Scheme and the ESOS Assurance Fund Manager.

LODGEMENT

Please return this form to the following email address:

After starting your studies: studentcentral@usc.edu.au | **Prior to starting your studies:** study@usc.edu.au