

Application for Suspension or Withdrawal Form

PERSONAL and CONTACT DETAILS

TITLE (Please circle): Mr. Mrs. Ms. Miss.

FIRST NAME/S:

SURNAME:

PREFERRED NAME(Optional):

RESIDENTIAL STREET ADDRESS:

TELEPHONE:

DATE OF BIRTH:

EMAIL:

COURSE:

- ☐ CPC40110 Certificate IV in Building and Construction(Building)
☐ CPC50210 Diploma Of Building and Construction(Building)

APPLYING

- ☐ Suspension ☐ Withdrawal

SUSPENSION WITHDRAWAL DETAILS

- ☐ Financial Problems ☐ Personal Matters
☐ Unable to cope with the course structure ☐ Serious injury/Illness
☐ Others (Please State): _____ ☐ Family Obligations
_____ ☐ Family Bereavement

Please attach relevant documents in support of your application.

Date of proposed Suspension/Withdrawal: From _____ To _____

STUDENT DECLARATION

I, hereby declare that the information supplied on the form and the evidence attached in support of my application is correct and complete.

STUDENT'S SIGNATURE

DATE

FOR OFFICE USE ONLY

APPLICATION OUTCOME

- ☐ Approved ☐ Rejected

COMMENTS

ADMINISTRATION
OFFICER SIGNATURE:

DATE: