REQUEST TO WITHDRAW
(For students within vet fee-help eligible courses)

Student ID Number:  
USI:

Student Family Name:

Student Given Name(s):

Phone Contact:

Email Address:

Course Title:

IMPORTANT INFORMATION:
1. To be eligible for a refund of fees for the current study period, the request to withdraw must be submitted to the campus manager on or before the census date applicable to the relevant unit/s of study.
3. Students who have chosen the VET FEE-HELP deferred payment option and submit a Request to Withdraw after the census date will be liable for the VET FEE-HELP debt for the study period unless special circumstances apply.

Please Read the IMPORTANT above, then complete the following section

- I wish to withdraw from the course effective immediately (including the current Unit of Study).
- I wish to withdraw only from Unit/s of Study
- I am submitting evidence of special circumstances and requesting a remission of fees.

**Reason(s) for withdrawal**
( relevant documentary evidence attached in support of request)

<table>
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<tr>
<th>Request Date:</th>
<th>Student Signature</th>
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Request to Withdraw Form
## OFFICE USE ONLY

### Notification of Withdrawal

**Date Received:**

**Received by:**

**Method:**

### Withdrawal

**Approved by:**

**Date:**

**Withdrawal**

**Refund**

**No Refund**

**Withdrawal**

**Processed by:**

**Date:**