



VET Course Variation Form

Students must complete and submit the application to info@qiba.edu.au for approval.

Personal Details			
Date:			
Family name:			
Given name/s:			
Email Address:		Mobile:	
Address:			
City or State		Postcode:	
QIBA Campus:	<input type="checkbox"/> Brisbane	<input type="checkbox"/> Sydney	<input type="checkbox"/> Canberra
Student ID:			
Agent Name:			

Course details			
Current Course Name:			
	Start Date:	End Date:	
Change Course to:			
	Start Date:	End Date:	
Change of Enrolment	Cancellation	Deferment (Start date:)	Suspension (End Date:)

Please provide the reason(s) for this variation:



Supporting Documents attached:

YES

NO

Student/Candidate Declaration:

- I declare that the information provided above is true and complete.
- I acknowledge that the provision of incorrect information or the withholding of relevant information relating to my application may delay the process of my application.
- I understand that this variation or deferring, suspending my enrolment will affect my course completion date and may also affect my current student visa.
- I understand that QIBA's Fees and Charges Policy and Refund Policy applies to any course variation request I submit.
- I understand that I will receive a response regarding this request within 7 working days from the Academy.

Student Signature:

(use either field)

Date:

Office Use Only

Reason for variation:	Attendance	Academic Progress	Tuition Fees
	Superseded Course	Letter of Release	Other

Comments:

Outcome: Approved Not Approved

Comments:

Student Services Officer:

VET Academic Manager:

Signature:

Date:

Details recorded in aXcelerate