

Please email this form directly to [Admissions@unswglobal.unsw.edu.au](mailto:Admissions@unswglobal.unsw.edu.au)

## Deferral or Change Course - Before Starting Your Course

### STUDENT DETAILS: *(please use CAPITAL letters)*

		Are you under 18 years old? <input type="checkbox"/> Yes* <input type="checkbox"/> No	
Student ID Number	Date of Birth	Are you a sponsored student? <input type="checkbox"/> Yes* <input type="checkbox"/> No	
Family Name		Given Name	
Postal Address			
Tel	Mobile	Fax	Email

### CURRENT OFFER DETAILS: *(tick appropriate box)*

- UNSW Foundation Studies    
  Academic English Programs    
  UNSW Diploma Programs

--	--

COURSE (eg: Standard / Std Plus / DIP / FEEC / EAE)

Term / Intake / Year (eg: Transition 17/Dip C 18)

### CHANGE REQUESTED *(Please choose option A or B)*

**A. Late Arrival:**  I wish to start my course late on \_\_\_\_\_

**B. Change of Intake:**  I wish to **defer** my current course to a later intake:  
 New Intake/Term: \_\_\_\_\_ Year: \_\_\_\_\_

I wish to **change** my current course to an earlier intake:  
 New Intake/Term: \_\_\_\_\_ Year: \_\_\_\_\_

I wish to **shorten or extend** my English program to \_\_\_\_\_ weeks

**C. Change of Stream:**  I wish to **change my intended undergraduate program** to:  
 course code: \_\_\_\_\_ course name: \_\_\_\_\_

I wish to **change my stream** of study from \_\_\_\_\_ to \_\_\_\_\_

- Reason for change:** *(Please tick one box)*
- Visa not granted    
  Did not meet course condition    
  Health  
 Financial    
  Family    
  Other  
 Change of career path

Student to explain and attach evidence: \_\_\_\_\_

\* If you answer Yes to any of these questions, you must have your parent/guardian sign this form (if under 18 years old) or attach a letter from your sponsor (if a scholarship student) supporting your request.

### DECLARATION

- I understand that this request is subject to UNSWG's approval. If approved, a new Letter of Offer with course details will be issued.
- I accept that the course structure and course fees of the new program may differ from the course originally offered to me and that any additional fees must be paid before a new CoE can be issued.
- I know that DHA will be notified of any changes to my CoE and it is my responsibility to maintain a valid visa to study in Australia.

Student's Signature \_\_\_\_\_ Parent/Guardian (if student is under 18 years of age) \_\_\_\_\_ Date \_\_\_\_\_

### OFFICE USE ONLY

Received by: _____ Date: _____	Evidence attached: <input type="checkbox"/> Yes <input type="checkbox"/> No
Late arrival approved: <input type="checkbox"/> Yes <input type="checkbox"/> No Notify AC and DP if approved after wk 4 <input type="checkbox"/>	Notes: A new financial guarantee is required if the student is sponsored
Approved by: _____ Date: _____	