

VET FEE-HELP

RGIT Australia
National Provider No: 22088
ABN 68 127 999 160
CRICOS Code: 03002G



Enrolment Withdrawal Form

Your Details

Student Number: _____

Course Enrolled In: _____

Given/First name: _____

Family name: _____

Address (Where notification of outcome will be sent): _____

State: _____ Post Code: _____

Email: _____

Contact Phone: _____ Mobile: _____

If going to enrol in another institute:

Name of Institution: _____

Course Name: _____

Date from which withdrawal begins: _____ (cannot be backdated)

Please provide reasons for withdrawal of enrolment

Student Signature: _____ Date: _____

OFFICE USE ONLY - Please ensure this form is signed by all listed departments

OFFICE USE ONLY		Approval	
		Yes	No
Finance Signature			
Date		Yes	No
Student Services Signature			
Date		Yes	No
Admissions Signature			
Date			

IF APPROVED: Admissions to ensure the relevant entity department is formally notified of the student's withdrawal, processed on RTO manager and a copy of completed withdrawal form is filed on the student's file.

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