



Application for Leave of Absence International Students

RTO Code: 31915
CRICOS Code: 03320D
T: 1300 827 188

This form is to be completed by international students who wish to apply for a leave of absence. A leave of absence will be granted in compassionate or compelling circumstances as per Future Academy's Deferment, Suspension and Cancellation Policy. Students are required to provide documentary evidence of such circumstances.

Your visa may be affected by your application, so you should contact DIBP on 131881 to discuss.

Student Name: _____ Student ID: _____

Date of Application: ____ / ____ / ____ Course: _____

I wish to apply for a leave of absence from the course I am enrolled in with Future Academy. I wish to have this absence for the following for the following reason:

Leave Details From: _____ To: _____

I have discussed the reasons for the leave of absence with a Student Services Officer Yes No

Have your contact details changed since you last advised us of them? Yes No If yes, please provide below.

Residential Address: _____

Suburb & Country: _____ Postcode: _____

Tel (Home): _____ Tel (Work): _____

Mobile: _____ Email: _____

Please return this form to our office at the details below. We will advise you of the outcome of your application.

Student Signature

Student Signature

Student Name

____ / ____ / ____

OFFICE USE ONLY	Received by	_____
	Position	_____
	Signature	_____
	Date:	____ / ____ / ____