

DEFERMENT OR SUSPENSION REQUEST FORM

Note to International students:

International students are required to state the reasons and provide documentation for deferring or suspending their studies; as VTI must report this information to the Department of Home affairs. Because of this you are strongly advised to refer to Department of Home affairs before deferring or suspending your enrolment as this could affect the conditions of your Visa.

STUDENT NAME:	
STUDENT ID:	DATE OF BIRTH:
COURSE NAME:	

REQUESTED DEFERMENT OR SUSPENSION TO TAKE EFFECT FROM	
LEAVE DATE:	RETURN DATE:

GROUND FOR DEFERMENT OR SUSPENSION	
<input type="checkbox"/> MEDICAL REASONS	<input type="checkbox"/> OTHER REASONS
Please provide the reason for your deferment or suspension request:	

SUPPORTING DOCUMENTATION ATTACHED (original or certified copy)		
<input type="checkbox"/> MEDICAL CERTIFICATE	<input type="checkbox"/> SUPPORTING DOCUMENTATION	<input type="checkbox"/> COPY OF DEPARTURE TICKET
STUDENT SIGNATURE:		DATE:

OFFICE USE ONLY

<input type="checkbox"/> APPROVED	<input type="checkbox"/> NOT APPROVED
Student advised of the outcome: <input type="checkbox"/> Yes / <input type="checkbox"/> No	
Up-dated on the Student Management System:	DATE
NAME & SIGNATURE:	DATE: