



SC10.2 - Application for Leave of Absence Form

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 AVI' SC10 - Deferral, Suspension and Cancellation Policy and Procedure. Students are required to provide documentary evidence of such circumstances.

Your visa may be affected by your application of leave. Contact Department of Home Affairs on 131881 to discuss any visa implications.

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 Australian Virtus Institute for the following reasons:

I have discussed the reasons for the leave of absence with the RTO Manager 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):

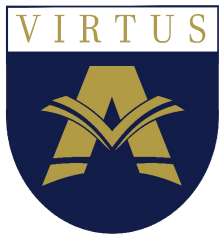
Tel (Work):

Mobile:

Email:

Signed:

Printed Name:



AUSTRALIAN
VIRTUS
INSTITUTE
TOWARDS EXCELLENCE

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Date:

Please return this form to our office.