Student Course Extension Request Form

Version 1.1

www.shafston.edu

Course Type Selection

Please select the course type (tick one):

☐ ELICOS (English Language Intensive Course for Overseas Students)

☐ VET (Vocational Education and Training)

Student's Personal Details

Family Name:	_____	Student ID No.:	_____
Given Name:	_____	Mobile No.:	_____
Email Address:	_____	Date of Birth:	_____
Type of Visa:	_____	Visa Expiry Date:	_____
Address:	_____		

Extension Request

Course:	_____		
Current End Date:	_____	Number of Extra Weeks Requested:	_____
Extension Start Date:	_____	Proposed End Date:	_____

PLEASE NOTE the following points:

☐ Shafston strongly advises all student visa holders to seek advice from Department of Home Affairs regarding the impact this change may have on their student visa and overseas health cover status. Strict conditions apply under student visa conditions.

☐ Upon receiving the signed Student Course Extension Request Form, the fees will be provided to you, the student and/or the agent.

☐ Student visa holders will not be issued a New COE until all outstanding fees are settled in full.

☐ Shafston will promptly process the requested changes to your enrolment once the payment is received.

Student Declaration

I declare that the above is a true statement to the best of my knowledge and that by signing below I agree not to make any further claims against Shafston International College for any compensation, financial or otherwise.

I take full responsibility for this decision and understand that Shafston International College will inform the relevant Government bodies and departments of my decision to change my enrolment status.

I understand that my request to change my enrolment may incur administration fees and charges as per the Terms and Conditions of Enrolment.

I understand that if I have not supplied the appropriate documentary evidence, or if the information supplied is false and misleading, it may affect the outcome of my application.

Student Signature: _____   Signed Date: _____

Guardian Signature (if student is under 18): _____

+61 7 3249 4111 | www.shafston.edu
188 Shafston Avenue, Kangaroo Point Brisbane QLD 4169 Australia
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