Internal Course Transfer Application Form
International Students

This form is to be completed by international students who wish to transfer from their current course of study to another course within Brighton College. The transfer request will be granted in accordance with our Course Transfer Policy and Procedure. Further information can be found in your Student Handbook and on Brighton College's website at: www.brighton.edu.au

Your visa may be affected by your application to transfer so you should contact DHA on 131881 to discuss any implications. You may also review information on changing courses at https://www.homeaffairs.gov.au/trav/stud/more/changing-courses

Student Name:	Student ID:
Date: / /	Course:

I wish to withdraw from the course I am enrolled in with Brighton College and transfer to another course within Brighton College for the reasons explained below *(Please ensure you include the course name in which you are currently enrolled and the one you want to transfer to).*

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

Home Address:	
Suburb:	Postcode:
Telephone:	
Mobile:	Email:

Student Signature	**Parent/Legal Guardian Signature**
	(only required for students under 18)
Signed:	Signed:
Printed Name:	Printed Name:
Date:	Date:

Please return the completed form to the emails of our Melbourne or Brisbane or Hobart or Sydney offices listed on the next page.

We will advise you of the outcome of your application as soon as it is available. If your request is approved, further information about the status, as well as any refunds or additional fees will be emailed to you.

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RETURN COMPLETED FORM TO	
Brisbane students StudentSupport-BNE@brighton.edu.au **Hobart students** StudentSupport-HOB@brighton.edu.au	**Melbourne students** StudentSupport-MEL@brighton.edu.au **Sydney students** Studentsupport-SYD@brighton.edu.au

OFFICE USE ONLY		
Form received date:	Received by:	Decision outcome (please tick)
Reason (s) for outcome		☐ Approved ☐ Declined
		Date
Approved by		Student notified on (Date)