

SC10.2-I: Application for Leave of Absence Form -International Students

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 Brighton College's 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 so you should contact DHA 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 Brighton College. I wish to have this absence for the following for the following reason:

I have discussed the reasons for the leave of absence with the Director of Studies 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:

Signatures

Student

Parent Guardian (If under 18 years of age)

Signed:

Signed:

Printed Name:

Printed Name:

Date:

Date:

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

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RETURN COMPLETED FORM TO		
Brisbane students StudentSupport-BNE@brighton.edu.au		Melbourne students StudentSupport-MEL@brighton.edu.au
OFFICE USE ONLY		
Form received date:	Received by:	Decision outcome (please tick)
Reason (s) for outcome		<input type="checkbox"/> Approved <input type="checkbox"/> Declined
		Date
Approved by		Student notified on (Date)