



AWS

AUSTRALIAN WORKPLACE
SKILLS INSTITUTE

AWS Institute Pty Ltd

T/A Australian Workplace Skills Institute

RTO No: 45701 **CRICOS No.:** 03924J **ABN No:** 12 637 817 353

ACT Campus: Level 1, 66 Townshend Street, Phillip, ACT 2606

NSW Campus: Level 6, 140 Elizabeth Street, Sydney NSW 2000

Phone: 02 9182 0984 (NSW) / 02 6109 7671 (ACT)

Email: info@aws.edu.au **Website:** www.aws.edu.au

Deferral, Suspension and Cancellation Form

First Name:

Family Name:

Course Enrolled:

Student ID:

1. I would like to:

- To defer my course
- To suspend my course
- To cancel my course

2. Please provide further details to support your request

3. Document/s to support my request (*please select the applicable one/s*)

- Medical Certificate
- Evidence of a major political upheaval or natural disaster in your home country
- Plane ticket
- Death Certificate
- Evidence of a traumatic experience, supported with a Police Report, Psychologist Report or suitably qualified professional
- Other support evidence (*please specify below*)