Australian Institute of Work-integrated Education and Research
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Application to Defer, Suspend or Cancel

Applicant Details:

Family Name:			**Title:**	
First Given Name:				
Second Given Name:				
Preferred Name:				
Gender:	☐ Male	☐ Female	**Birth Date:**	
Home Number:			**Mobile Number:**	
Current Course:				
Current stage of progress:				
Trainer name:				
Application for:	☐ Defer	☐ Suspend	☐ Cancel	
Reasons for making this request:				
Date requested to take effect:		**Date requested to end (if applicable):**		
Signature:			Date:	

Provider representative reviewing the request:		
Meeting with applicant (notes):		
Application:	☐ Approved ☐ Not approved	
Signature:		Date:
Reasons for decision:		
Administrative Check:	☐ Application for transfer approved by CEO ☐ RTO Data record updated ☐ Charges or refund determined and processed ☐ Student file updated ☐ PRISMS updated	
Signature:		Date: