

# Withdrawal Application Form

## About this form

This form is to be used when making an application to discontinue with your studies. If you are withdrawing before you have completed six months of your principal course of study, you must instead complete the Release Application Form. Please note that any refunds will be processed as per the information included in the International Student Handbook about fees and refunds. Please complete this Form and email to [admissions@hillshire.edu.au](mailto:admissions@hillshire.edu.au)

## Student details

Given name/s		Surname	
Date of birth		Gender	<input type="checkbox"/> Male <input type="checkbox"/> Female <input type="checkbox"/> Other
Nationality		Student number	
Address including street number and name, suburb or town, postcode, and country		Postal address (if different)	
Phone number/s		Email address	

## Reasons for withdrawal

Please briefly describe the reason you have decided to discontinue your studies.

Please specify the date from which you wish this withdrawal notice to take effect from.

Name	
Signature	
Date	

## Admission Officer

Name		Date	
Withdrawal Approved	<input type="checkbox"/> Yes <input type="checkbox"/> No	Release the student from prism	<input type="checkbox"/> Yes <input type="checkbox"/> No
Reason to release			
PEO Approval Required	<input type="checkbox"/> Yes <input type="checkbox"/> No		
PEO signature		Date	
Admission officer Signature			
Prism Record Complete	<input type="checkbox"/> Yes <input type="checkbox"/> No		