

Student Signature

CAMPUS LOCATION CHANGE REQUEST FORM

Student details											
Student Name		Student ID									
Course Enrolled											
Email			Mobile Number								
Student Address											
Address in New Lo	cation										
Request deta	ils										
Change of Study Location – When students transfer their enrollment from one campus location to another, either before or after the commencement date, it is considered a change of location.		Current Location		New Location							
When is the intend	led date for change of location?	Date /	1								
Student Decl	aration										
	aration ing to change your course of study as	well?			Yes 🗆	No 🔲					
1 Are you planni					Yes Yes	No 🗆					
1 Are you planni2 Did you verify	ing to change your course of study as	cation?				20,000					
 Are you planni Did you verify Have you check 	ing to change your course of study as if the course is available at the new lo	cation? ne new location?	dy at the new loca	tion?	Yes 🔲	No 🔲					
 Are you planni Did you verify Have you chec Have you cons 	ing to change your course of study as if the course is available at the new lo sked the timetable for the course in th	cation? ne new location? th your course of stu	dy at the new loca	tion?	Yes	No 🗆					
 Are you planni Did you verify Have you chec Have you cons 	ing to change your course of study as if the course is available at the new looked the timetable for the course in the sidered all the expenses associated wi	cation? ne new location? th your course of stu	dy at the new loca	ition?	Yes	No 🗆					

Date



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o of location during studio

Satisfactory Progress All due fees clear All due fees clear Officer Name Officer Signature For administration use only – All Applications CEO (or delegate) Approval Approval Date Date // For administration use only – All Applications Comments Date // For administration use only – All Applications Comments Date // For administration use only – All Applications Comments New Letter of Officer issued PRISMS Updated Yes	For administration use only – Change of location during studies only									
All due fees clear		Yes 🗆	No 🗆	Comments						
For administration use only – All Applications CEO (or delegate) Approval Denied Deni	All due fees clear	Yes 🗌	No 🗆	Comments						
CEO (or delegate) Approved	Officer Name							Date		
CEO (or delegate) Approval	For administration use only – All Applications									
Signature: Date / / For administration use only – All Applications New Letter of Offer issued Yes No Comments PRISMS Updated Yes No Comments Start Date for Course in New Location Officer	(or delegate)	Approved								
For administration use only – All Applications New Letter of Offer issued Yes No Comments PRISMS Updated Yes No Comments Start Date for Course in New Location Officer	Name									
New Letter of Offer issued Yes No Comments PRISMS Updated Yes No Comments Comments Comments Comments Officer	Signature:		Date / /							
New Letter of Offer issued Yes No Comments PRISMS Updated Yes No Comments Start Date for Course in New Location Officer	For administration use only – All Applications									
PRISMS Updated Yes No		Yes 🗆	No 🗆	Comments						
Course in New Location Officer		Yes 🗌	No 🗆	Comments						
Officer Name Officer Signature Date	Course in New									
	Officer Name					Officer Signature		Date		