



TRAINING MASTERS PTY. LTD.

RTO Code: 41479 | CRICOS Provider Code: 03510J | ABN: 72 611 635 128

Level 3, 84–86 Mary Street, Surry Hills NSW 2010, Australia

T: (02) 8278 7722 E: admissions@tm.nsw.edu.au W: www.tm.nsw.edu.au

APPLICATION FOR DEFER ENROLMENT

(Please ensure to fill this form correctly. Incorrect or incomplete forms will result in delays or rejections.)

Student Name			
Student ID		Date of Birth	
Phone No		Email	
Current Address			

STUDENT DEFER REQUEST:

I wish to apply for Defer my studies in my course(s) stated below (choose from below list):

- ☐ BSB40820 Certificate IV in Marketing & Communication
- ☐ BSB50620 Diploma of Marketing & Communication
- ☐ BSB60520 Advanced Diploma of Marketing & Communication
- ☐ BSB40420 Certificate IV in Human Resource Management
- ☐ BSB50320 Diploma of Human Resource Management
- ☐ BSB60320 Advanced Diploma of Human Resource Management
- ☐ ICT50220 Diploma of Information Technology
- ☐ ICT60220 Advanced Diploma of Information Technology
- ☐ BSB80120 Graduate Diploma of Management (Learning)
- ☐ RII60520 Advanced Diploma of Civil Construction Design

I wish to extend my studies from (date) _____ for _____ term(s).

Reasons for requested Defer:

(Please provide a clear explanation of your reason(s) for requesting a Defer of your course.)

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Student Declaration:	☐ I declare that the information I have provided above is true and correct. ☐ I acknowledge that I understand my student rights and obligations.	
Signature:		Date:

Please note: If you are on a student visa and your defer request is approved, government legislation requires Training Masters to inform the Department of Home Affairs (DHA) of the Defer.

REVIEW AND DECISION:

Office use only.			
Name of decision maker			
Position / Authority:			
Payment received	☐ YES ☐ NO ☐ NOT APPLICABLE		
Application Status	☐ Approved ☐ Not approved		
New Proposed Course Start Date:			
New Proposed Course End Date:			
Staff Comments:			
Signature:		Date	