

Student Course Variation Form	
Student ID Number:	
Full Name:	
Mobile Number:	
Email Address:	
Address	
Street Address:	
Address Line 2:	
City:	State: Post Code:
Course Name	☐ BSB40520 Certificate IV in Leadership and Management ☐ BSB50420 Diploma of Leadership and Management ☐ BSB60420 Advanced Diploma of Leadership and Management ☐ SIT40521 Certificate IV in Kitchen Management ☐ SIT50422 Diploma of Hospitality Management ☐ SIT60322 Advanced Diploma of Hospitality Management ☐ CPC30620 Certificate III in Painting and Decorating ☐ CPC30220 Certificate III in Carpentry ☐ CPC50220 Diploma of Building and Construction (Building) ☐ CPC31020 Certificate III in Solid Plastering ☐ CPC32620 Certificate III in Roof Plumbing ☐ MSF30422 Certificate III in Glass and Glazing
Course Start Date	
Course End Date:	

Variation Request Details:	
☐ Campus Change ☐ Change to another Course (\$250) ☐ Deferral (\$250) ☐ Extension (\$250) ☐ Leave of Absence (\$100) ☐ Reduction of Course Duration (\$1000)+ COE Course Variation (\$250) ☐ Withdrawal(\$250)	
Bank Details:	
I would like to change my course from	
Reason for Variation Request:	☐ Change of VISA Type ☐ Refusal of VISA Application ☐ Change of Provider ☐ Medical Conditions / Issues ☐ Return to Home Country ☐ Other:
Provide details for reason:	
Supporting Documents:	
Payment Proof of Fees:	
Student Declaration:	
☐ I declare that the above statement is true to the best of my knowledge and authorize the college to process this application. ☐ I understand that the college may notify relevant authorities/PRISMS where applicable and that this may affect my student visa. ☐ I understand that applicable non-refundable fees may apply to this variation request.	
Application Date:	
Student Signature:	