

Application for Discontinuation of Studies

Section A: Student Details

Monash College

Monash University English Language Centre

Family Name _____

Given Name _____

Student ID _____ Date of Birth _____

Are you a scholarship student? Yes No

If Yes, have you notified your sponsor your intention to discontinue your current course? Yes No

Are you an international student on a Student Visa? Yes (Refer to Section D and E of this form) No

Section B: Course Details

Course Title _____

Course Code _____

Section C: Discontinuation Details

Date of discontinuation _____

Reasons for Discontinuation (*International students: supporting documentation must be attached*)

Are you applying to study elsewhere? Yes No

If Yes, please attach offer letter from other institution

Section D: Student Visa Details

Visa Expiry Date _____

Are you on a package visa? Yes No

Release Letters will only be issued to students on a Package Visa

Section E: International Students

International students applying for discontinuation from their course must contact a Student Administration Officer who will discuss visa issues associated with your discontinuation. This stamp confirms that the discussion has taken place. MC or MUELC will decide whether or not to grant discontinuation, taking into account the requirements of the ESOS Act 2000 and National Code

Monash College/ Monash University English Language Centre stamp:

Section F: Student's Declaration

I declare that the information supplied in this form in support of my application is correct and complete. I acknowledge that the provision of incorrect information or the withholding of relevant information relating to my application may delay the processing of it.

International students: I acknowledge that I understand the visa implications of discontinuing my studies at Monash College/MUELC and that my visa may be cancelled if my application for discontinuation of studies is approved.

Signature _____ Date _____

Office use Only

Approve Application Reject Application

Authorised Signature _____ Date _____

Comments _____

Student notified by letter sent on _____ If sponsored, scholarship office notified.

Processed by _____ Date _____

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For International Students

Visa Condition 8206 — 'No change of Provider'

Students with this condition on their Visa are not permitted to change provider within the first 12 months of their studies.

For further information, contact a student advisor by email: mcadviser@mcgroup.monash.edu.au