



**APPLICATION FOR DEFERMENT FROM PROGRAM**

STUDENT ID NUMBER:

Family Name	
Given Names	
Date	

Program Enrolled	Cert IV	Dip Arts	Dip Bus	Dip Tech	Dip Hlth	PMIT
Semester Enrolled	Sem 1		Sem 2		Sem 3	
Returned Date	/ / 20					

Reason for deferral from program:

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Student Signature		Date	/	/	20
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**OFFICE USE ONLY**

Date Received	/ / 20
Approved	Yes / No

Academic Director Comments:

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Signature		Date	/	/	20
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## DEFERMENT

If a student wishes to defer their admission until a later semester, SAIBT will hold the fees paid until commencement without penalty. If the student subsequently withdraws, the Refund Policy will apply as the SAIBT was advised. Deferment will only be granted for medical and compassionate reasons that can be substantiated.

## REFUND POLICY

NOTIFICATION PERIOD	REFUND
<b>Withdrawal of single course(s)</b>	<b>Domestic/International Students</b>
Week 1 – 2	100% of course fee – No penalty
Week 3 – 4	100% of course fee less A\$150 administration fee per course
After Week 4	No refund and liability for any outstanding tuition fees
<b>Withdrawal from program</b>	<b>Domestic Students</b>
Prior to commencement of program	100% of program fee less A\$300 administration fee
Week 1 – 4	100% of program fee less A\$600 administration fee
After Week	No refund and liability for any outstanding tuition fees
<b>Withdrawal from program</b>	<b>International Students *</b>
Visa Refusal (Proof of refusal necessary) Does not apply to visa renewals rejected due to breaches in visa conditions	100% less A\$200 administration fee
More than 10 weeks prior to commencement of program	100% less A\$500 administration fee
More than 4 weeks and up to 10 weeks prior to commencement of program	70% of program fee
4 weeks or less prior to commencement of program	40% of program fee
Weeks 1 – 4	30% of program fee less A\$500 administration fee
After Week 4	No refund and liability for any outstanding tuition fees

**\* International students who withdraw from the program will have their COE cancelled, which may also result in visa cancellation.**