

### SECTION 1: PERSONAL DETAILS

<b>Surname</b> <i>(as indicated on passport)</i>		<b>Given Name/s</b> <i>(as indicated on passport)</i>	
<b>Date of Birth</b>		<b>Student ID</b>	
<b>Current Mailing Address*</b>			
<b>Future Mailing Address*</b>			

*\* Please note that if you change your address during the period of deferment, you need to ensure that the Institute is informed*

### SECTION 2: ENROLMENT DETAILS

<b>Course Enrolled</b>			
<b>Start Date</b>		<b>End Date</b>	

### SECTION 3: LEAVE REQUEST DETAILS

<b>Date for which leave is to take effect:</b>		<b>Start date:</b>	<b>End Date:</b>
<p><b> GROUNDS FOR LEAVE:</b> To assist Primus English to make the best possible assessment of your request for leave, please provide reasons for your request. All international students must state the reason and provide supporting documentation for deferring studies/leave of absence. Primus English is obliged to report the information to the Department of Immigration and Border Protection (DIBP). Only under compassionate &amp; compelling circumstances will leave be granted. Supporting documents are required. Please refer to the Deferment, Suspension or Cancellation of Student Enrolment Policy at the Primus English website.</p>			
<b>DEPARTURE:</b>	<input type="checkbox"/> I will depart Australia within 28 days from the start of my application	<input type="checkbox"/> My leave is less than 28 days and I will return to Australia	<input type="checkbox"/> I am unable to travel for medical reasons

**SUPPORTING DOCUMENTATION:**

- Medical Certificates     Psychologist's Report     Departure Ticket     Others

**DECLARATION SIGNATURE**

1. The information provided by me is true and correct
2. I understand the implication on my student visa
3. I have attached all supporting documentation

**Student Signature:** \_\_\_\_\_

**Date:** \_\_\_\_/\_\_\_\_/\_\_\_\_

**NOTE:**

- This form must be **signed, dated** and returned to Student Administration for processing of application. Outcomes of the assessment will be given to you in writing.
- Although Primus English may approve your application for deferment, DIBP may not accept the reasons provided. In this case, DIBP may proceed to cancel your visa and impose a 3 year ban on re- application for your student visa. The institute strongly advises that you contact the Australian Embassy in your home country to check the status of your student visa prior to returning to Australia.
- Privacy Statement:** The information is collected for the purpose of assessing your application for Leave of Absence. Primus English collects, uses and destroys information in accordance with the PrivacyPolicy

---

**FOR OFFICE USE ONLY**

**Fees**

- Up to date
- Not up to date

**Approval**

- Approved
- Not approved