

# Application for Deferment for Higher Education Domestic and International Students

- If you are accepted into a Course at the Australian Performing Arts Conservatory (APAC) but a change in your circumstances means that you can no longer attend on or by the course commencement date, you can apply to defer. This form must be completed by all students wishing to defer the commencement of their Course at APAC.
- All relevant fields MUST be completed for the form to be processed.
- Please refer to the *Domestic Student Deferment, Suspension and Cancellation of Study Policy and Procedure* or *International Student Deferment, Suspension and Cancellation of Study Policy and Procedure* for more information on deferment assessment and procedures.
- **Note for International Students:** A successful application for deferment may affect your student visa. Please contact the Department of Home Affairs (DoHA) regarding the potential impact a deferment of your studies may have on your student visa before submitting this application.

If you proceed and your deferment is approved, all pre-paid tuition fees will be moved forward and applied to your future course commencement trimester, and for International Students this change to the enrolment will be reported under Section 19 of the ESOS Act.

## 1. Student Details

Student Name: \_\_\_\_\_ Student ID: \_\_\_\_\_

Mobile Phone: \_\_\_\_\_ Personal Email Address: \_\_\_\_\_

## 2. Course your Deferment Relates to:

<input type="checkbox"/> BSSACT Bachelor of Screen and Stage (Acting)	<input type="checkbox"/> BSSSCP Bachelor of Screen and Stage (Screen Production)	<input type="checkbox"/> BSSSND Bachelor of Screen and Stage (Song and Dance)

### 3. Reason for Deferment Request

**Note for International Students:** International students wishing to defer the commencement of their Course must provide documentary evidence of compassionate or compelling circumstances. Examples of such circumstances can be found in the *International Student Deferment, Suspension and Cancellation of Study Policy and Procedure*.

*Note for Domestic Students: Refer to the Domestic Student Deferment, Suspension and Cancellation of Study Policy for further information.*

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### 4. Declaration

- For Domestic Students - I have read and understood the *Domestic Student Deferment, Suspension and Cancellation of Study Policy and Procedure*.
- For International Students - I have read and understood the *International Student Deferment, Suspension and Cancellation of Study Policy and Procedure* and understand the potential impacts of deferment on my student visa.

Signature of Applicant ..... Date: .....

### 5. Submitting your Application for Deferment

Return this form to:

- Email: [admin@apac.edu.au](mailto:admin@apac.edu.au)
- Deliver: APAC reception, Level 5 102 Adelaide Street, Brisbane

### 6. Assessment of your Application

Your application will be processed based on the date stated in the declaration.

## 7. Office Use Only

- Deferment confirmed  Deferment effective date: [DD/MM/YYYY]
- New commencement of study date: [DD/MM/YYYY/]

Director of Higher Education signature: \_\_\_\_\_

### Administration Process:

- Students' course status is updated in SMS.
- For international students, PRISMS has been updated for course deferment.
- Form loaded in Student's file in SMS.
- Email sent to Student with outcome.
- Update Student Deferment Register