

**COURSE CANCELLATION / WITHDRAWAL FORM - Domestic****SECTION A - PERSONAL DETAILS**

STUDENT NAME:			
STUDENT ID:		DATE OF BIRTH	
COURSE CODE:			
COURSE NAME:			
CONTACT NUMBER:			
ADDRESS			

**SECTION B - REQUEST**

**I would like to apply for**

☐ **Cancellation/Withdrawal**

**of my enrolment at Education Training and Employment Australia and I am aware that:**

1. I must attach any relevant supporting documentation to this application form, or as soon as possible after lodging this form.
2. This form will only be assessed once all documentation has been received.
3. ETEA may ask for more documentation, if required.
4. Applications are usually processed within 5 working days after the submission of all the required documentation.

**Reason for the Request:**

---



---



---



---



---



---

Disclaimer: Once this document is removed from the owner drive or printed this document is no longer controlled.

Disclaimer: Once this document is removed from the owner drive or printed this document is no longer controlled.

Document Name	Course Cancellation Withdrawal Form - Domestic	Company name	ETEA	Issued:	March 2025	Ver 3
Authorised by QMC		CRICOS # 02925E	RTO # 5089	Review:	24 months	
©Education Training & Employment Australia Pty Ltd ABN: 62085390692						Page 1 of 2

**SECTION C – EVIDENCE DOCUMENTATION ( IF APPLICABLE)**

Please indicate the type of evidence documentation you are attaching to your application.

---



---



---



---



---



---

I declare that all the information provided in this document is true and correct.

Student's signature: ..... Date: ...../...../.....

**SECTION D – OFFICE USE ONLY**

☐ APPROVED – Please attach Letter of approval/Email to this form and provide a copy to the student.

☐ NOT APPROVED - Please attach the refusal letter and provide a copy to the student.

ETEA Authorised Staff

Print Name \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_

Disclaimer: Once this document is removed from the owner drive or printed this document is no longer controlled.

Disclaimer: Once this document is removed from the owner drive or printed this document is no longer controlled.

Document Name	Course Cancellation Withdrawal Form - Domestic	Company name	ETEA	Issued:	March 2025	Ver 3
Authorised by QMC		CRICOS # 02925E	RTO # 5089	Review:	24 months	
©Education Training & Employment Australia Pty Ltd ABN: 62085390692					Page 2 of 2	