

# DEFERRAL APPLICATION FORM

**Who should use this form?** Use this form if you wish to suspend/defer your qualification.

**How do I lodge my request?** Please submit the completed form and supporting documentation to [studentsupport@aim.com.au](mailto:studentsupport@aim.com.au)

**Note:** Students may only apply for a deferral after the Provisional Enrolment Period has lapsed and for a period of up to a maximum of 3 months.

For information on deferral, please refer to the AIM Withdrawal, Deferral, Extension, Transfer and Refund Policy at <https://www.aim.com.au/student-information> or contact Student Support.

## 1. Personal Details

First Name: \_\_\_\_\_ Last Name: \_\_\_\_\_

Student Number: \_\_\_\_\_ Date of Birth: \_\_\_\_\_

Address: \_\_\_\_\_

Contact Number: \_\_\_\_\_ Email: \_\_\_\_\_

## 2. Course Details

Course Name: \_\_\_\_\_

Course Start Date: \_\_\_\_\_ Delivery Mode:  Campus  Online

## 3. Deferral

Reason/s for Deferral:  Work Commitments  Change of Circumstances  Health Issues

Other (please specify) \_\_\_\_\_

Amount of Time Requested:  1 month  2 months  3 months

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## 4. Application for Special Circumstances

Apply for Special Circumstances:       Yes       No

Documents attached to support your application for special circumstances:

1: \_\_\_\_\_ 4: \_\_\_\_\_

2: \_\_\_\_\_ 5: \_\_\_\_\_

3: \_\_\_\_\_ 6: \_\_\_\_\_

## 5. Declaration

- I declare that to the best of my knowledge, the information I have provided on this form is true and correct.
- I declare that I have read and understood the AIM Withdrawal, Deferrals and Refunds Policy.

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

**PRIVACY:** For details of AIM practices regarding student information and privacy see:  
[www.aim.com.au/student-information/privacy](http://www.aim.com.au/student-information/privacy)