



DEFER YOUR STUDIES CHANGE OF COURSE PREFERENCE

(INTERNATIONAL STUDENTS ONLY, EXCLUDING EXCHANGE AND STUDY ABROAD STUDENTS)

HOW TO COMPLETE AND SUBMIT THIS FORM:

This form is to be used by international students who have received an offer from Victoria University International (VUI) but who wish to defer the commencement of their studies or change their course preference. This form will be accepted up to a week before enrolment sessions.

You cannot change your course once you are enrolled in a semester. You can submit a Defer Your Studies / Change of Course Preference form for the following semester.

PLEASE NOTE: You will need information contained in your Letter of Offer to complete this form.

If you defer for more than one intake, you will need to submit a new International Student Application Form to VUI. We will require details of any academic or work activities undertaken during that time.

You may only defer your program to the next available intake. For the next available intake visit: www.vu.edu.au/international-students

1: PERSONAL DETAILS

STUDENT ID:

TITLE: MR MISS MS MRS OTHER

FAMILY NAME (AS STATED IN PASSPORT):

GIVEN NAME(S):

PHONE:

MOBILE / CELL:

EMAIL:

COUNTRY OF BIRTH:

DATE OF BIRTH: / /

COUNTRY OF CITIZENSHIP:

DID YOU APPLY THROUGH A VICTORIA UNIVERSITY REGISTERED AGENT? YES NO

AGENT NAME (IF YES):

2: ADDRESS

NUMBER AND STREET:

SUBURB / TOWN:

STATE / PROVINCE:

COUNTRY:

POSTCODE / ZIP CODE:

3: WHAT TYPE OF OFFER HAVE YOU RECEIVED?

FULL OFFER CONDITIONAL OFFER

4: WHAT COURSES HAVE YOU CURRENTLY BEEN OFFERED?

COURSE NAME	COURSE CODE	CRICOS CODE	CAMPUS	SEMESTER (1 OR 2)	YEAR
Example: Bachelor of Business in Accounting	BBNS	092944A	FP	1	2018
1.					
2.					
3.					
4.					
5.					

HAVE YOU RECEIVED AN ELECTRONIC CONFIRMATION OF ENROLMENT (eCoE)? YES NO

5: WHAT CHANGE ARE YOU REQUESTING?

I WANT TO CHANGE MY COURSE PREFERENCE

You may change your course preference once only. Any previous offer granted will be automatically cancelled.

NEW COURSE:

COURSE CODE:

COMMENCEMENT DATE: SEMESTER YEAR

CAMPUS:

REASON FOR CHANGE OF PREFERENCE

I WANT TO DEFER MY COURSE STUDIES TO COMMENCE

COMMENCEMENT DATE: SEMESTER YEAR

REASON FOR DEFERRAL REQUEST

6: DECLARATION

- I accept that the course fee for the course deferred to a later intake may differ from the original fee paid and that the difference must be paid before a new eCoE can be issued.
- I accept that the course structure of the course deferred to a later intake may change.
- I understand that by changing my course this may affect my student visa which could impact my stay in Australia (for more information contact the Department of Home Affairs).
- I understand that this request is subject to Victoria University International's approval. If approved, a new Letter of Offer with course details will be issued.

STUDENT SIGNATURE:

DATE:

PRIVACY STATEMENT

Victoria University (VU) values your privacy and is committed to handling your personal information in accordance with the Privacy and Data Protection Act 2014 (Vic) and other applicable privacy legislation. The personal information collected on this form will be used primarily for the purposes of assessing and processing this application. VU may also use and disclose your personal information to verify the information provided by you, to comply with government and other reporting requirements and/or to carry out associated activities connected with this application. Your personal information may also be disclosed to Commonwealth and State agencies such as the Department of Education and Training and the Department of Home Affairs in accordance with VU's obligations under the Education Services for Overseas Students Act 2000 (Cth) (ESOS Act), the National Code of Practice for Providers of Education and Training to Overseas Students 2018 (National Code) and other applicable legislation. Your personal information will not otherwise be used or disclosed without your consent, unless permitted by law. By completing and submitting this application, you agree to VU collecting, using and disclosing your personal information as described above and in accordance with VU's Privacy Policy and Student Information Privacy Collection Statement (which provides further detail about the types of personal information VU may collect from you and how it is managed) available on the Privacy page on our website www.vu.edu.au/privacy. You have a right to access your personal information held by VU. If you have any questions regarding privacy, please refer to the [Privacy page](#) on our website, our frequently asked questions at [AskVU](#) or phone us on 9919 6100 or 1300 VIC UNI (or 1300 842 864)

SUBMIT THIS FORM IN PERSON TO:

City Flinders Campus (VUHQ)
300 Flinders St Ground Floor
(University Arcade)
Melbourne Victoria Australia

POST THIS FORM TO:

Victoria University International
City Flinders Campus
PO Box 14428
Melbourne Victoria 8001
Australia

EMAIL THIS FORM TO:

intapps@vu.edu.au

CONTACT VU INTERNATIONAL:

Phone: +61 3 9919 1164
Enquiries: eaams.vu.edu.au/enquiries
Web: www.vu.edu.au/international