

Early Completion Request Form

Student to complete the following sections:

Student ID	
Student Name	
Current Course	
Visa Sub Class	
Requested Completion Date	

NOTE:
 1) You must meet course progress requirements to be eligible for early completion
 2) Your request for early completion is subject to approval by your course coordinator
 3) Early completion may have implications on your student visa and you should seek appropriate advice before changing the course

Reason(s) for Early Completion of the Course <i>(Please provide as much details as possible)</i> Note: Attach any supporting documents with this form as applicable	
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I give permission for my CoE to be amended, if required, should my request be approved and understand that there may be an implication on my student visa which is my responsibility to contact the Department of Home Affairs (DHA).

Student Signature		Date:
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ADMIN use only

Early Completion	<input type="checkbox"/>	Granted	
	<input type="checkbox"/>	Declined	
Comments from Student Interview			
Reason(s), if Declined			
Follow-up Action			
Approved by	Course Coordinator		Date:
	Academic Manager		Date: