

Application for Withdrawal/Discontinuation

- No request will be processed until this form is fully completed.
- No request will be processed if there is overdue fees.
- Student must submit this form along with any supporting documentation
- Student will receive outcome in writing within 14 days of receiving completed form

Section 1 : Personal Details

Name				Student ID	
Address					
Suburb		Post Code		Country	
Email				Mobile	
Current Course					

Section 2: Request details – I wish to withdraw/continue from the following course/s:

Course Name/s:

Section 3: Reason for Withdrawal/Discontinuation

Complete course early	Visa refused (evidence of visa refusal attached)
Transfer to another course at AHMI	Change of visa subclass (evidence of visa attached)
Course cancelled	Personal/family reason (evidence of medicals, travel, etc)
Transfer to another education provider (evidence of OfferLetter/CoE attached)	Leaving Australia permanently
<input type="checkbox"/> Other (please specify)	

Section 4: Student Declaration

I, _____ (Applicant) hereby declare that the information contained in this application is true. The choice to withdraw/discontinue from studies is mine and I understand that AHMI will report to DHA via PRISMS.

Signature		Date	
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Section 5: No Dues – TO BE COMPLETED BY AHMI ACCOUNTS TEAM ONLY

DEPARTMENT	DUE – AMOUNT/DATE	NO DUE	SIGNATURE
ACCOUNTS			

Section 6 : Office Use Only

Form Received By		Form Received Date	
Staff Approval Signature		Approval Date	
Application Outcome : Approved	Declined	Student advised by: Email <input type="checkbox"/>	Phone
Update PRISMS: Yes	No	Update SMS: Yes	No

Australian Health and Management Institute

ABN 33 151 238 685

Head Office: 43 Marion Street, Parramatta NSW 2150 Australia

Ph: +61 (2) 9687 3323 Email: support@ahmi.edu.au

Website: www.ahmi.edu.au

Application for Withdrawal/Discontinuation Feb 2021