# FR1.6 Course Deferral Request Form

This form is used where a student wishes to defer their studies for a maximum of 3 months. Prior to submitting this form, students should familiarise themselves with OC’s Extension & Deferral Policy (PO1.5), available on OC’s website under ‘Key Student Information’, and the terms of their Student Agreement.

Student Details

|  |  |  |  |
| --- | --- | --- | --- |
| **Name:** |  | | |
| **Enrolment Number:** |  | | |
| **Course code & name:** |  | | |
| **Email:** |  | **Phone:** |  |

**Deferral Request**

|  |  |
| --- | --- |
| **Period of deferral:** |  |
| **Reason for deferral:** |  |
| **Return date:** |  |

**Declaration**

In submitting this Course Deferral Request, the student acknowledges and agrees that they have read the Extension & Course Deferral Policy, and understand the conditions of a Course Deferral and confirms they will not be studying during the Course Deferral period.

|  |  |
| --- | --- |
| Signature: |  |
| Date: |  |

**Please return to the Student Support team via email to** [**studentsupport@opencolleges.edu.au**](mailto:studentsupport@opencolleges.edu.au)