

International Office Use Only
Received By:
Date:



REQUEST FOR CHANGE OF COURSE/DEFERRAL FORM (International applicants)

This form is to be completed by international applicants who wish to change their courses and/or defer their studies at TAFE SA, therefore request a new Letter of Offer and COE.

Once Sections A and B are completed, please return the form, together with your receipt, to TAFE South Australia, International Unit (tafesa.international@tafesa.edu.au).

Administration fee: a **A\$200** fee for all change of Course/Deferral requests. This form will not be processed without payment which can be made as per below instructions.

Section A: Personal details

Full name:			
TAFE SA ID Number		Date of Birth:	
Address:			
	Suburb:	State:	Postcode:
Email:			
Telephone:	Home:	Mobile:	
Current Course Name:			
Semester/Year		Campus:	
New Course Name:			
Semester/Year:		Campus:	
Agent name & Email address:			

REASON FOR CHANGE OF COURSE/DEFERRAL

Student Signature:	Date:
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Section B: Invoice/Payment details

Please quote your full name (as per TAFE SA Application Form) and make payment A\$200 admin fee into below account:

Bank name: Commonwealth Bank
Address: 96 King William Street, Adelaide, SA 5000
Account Name: TAFE SA Consolidated Collectors Account
BSB: 065-266 **Account No:** 10000688
Swift Code: CTBAAU2S

Please attach a copy of the receipt to this form to enable processing of your Change of Course request.

Section C: International Office Use Only

Processed by:	Date processed:
<input type="checkbox"/> # of change requests..... <input type="checkbox"/> Payment received. Receipt #..... <input type="checkbox"/> New Letter of Offer issued <input type="checkbox"/> Student Course Variation (PRISMS)	<input type="checkbox"/> SIS Updated <input type="checkbox"/> Program Area notified (if after semester commencement)