

International Office Use Only
Received
By:



STUDENT REQUEST FORM

This form is to be completed by students who require an Enrolment Letter/Proof of Full Time Study letter, Record of Residential Address or Family Invitation Letter.

Please return this form to TAFE South Australia, International Unit (tafesa.international@tafesa.edu.au).

Section A: Personal details

Full name:			
TAFE SA ID Number		Date of Birth:	
Address:			
	City/Suburb:	State:	Postcode:
Email address:			
Telephone:	Home:	Mobile:	
Course Name:			

- Family Invitation to visit Adelaide *
 Other _____
 * Information required for a family invitation letter

Full Name(s) of Family Members (and relationship to you) travelling to Adelaide:

Name	Relationship	DOB
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

Approximate length of time Family Member(s) will stay in Adelaide: _____

Approximate dates/month of travel: _____

Student Signature:	Date:
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- I would like to collect this letter; OR
 I would like this letter emailed to the email address above

Please note that it may take up to 24-48 hours for this letter to be available.
During peak times, processing may take longer, so we recommend you place your request as early as possible, to avoid any inconvenience.

Section B: International Office Use Only

Processed by:	Date processed:
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