Australian Technical College
Western Australia

Application for Course Variation

Application for Course Variation

Instructions:

- This application must be completed by any student seeking to change their current enrolled course at ATCWA.
- The completed application must be submitted to the Enrolment Officer four weeks before the end of the current course/study.
- This application is subject to processing **after completing the first six months** of your course.

Student Name:	
ATCWA Student ID No:	
Current Course:	
Intended Course to study in:	
Reason(s) for changing the course: Clearly explain the reason and attached any supporting evidence.	

Declaration:

I confirm that the information provided in this application is true and accurate to the best of my knowledge. I also understand that changing my course may affect my future enrolment and visa conditions. Further, I consent to ATCWA collecting evidence, sharing my details with any necessary parties, and processing the request for a course change.

Signature:	
Date:	

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OFFICE USE ONLY

Outcome of the Request:			
Follow-up Action		**Completion Date**	**Staff Responsible**
Date Enrolment Register & System Updated:			
Staff Name:			
Position:			
Date:			
Signature:			