



Student's Personal Details:			
Full Name:			
Student ID:			
Phone No:			
Email:			
Address:			
Course Details:			
Course Code and Name:			
Course start date:		Release effective from:	

- Student Declaration**
- I understand that this application does not guarantee the issue of a release.
 - I understand that I must provide the necessary documents requested by BIT (including an offer letter from another provider).
 - I understand that I must maintain my enrolment at Brighton Institute of Technology while the application is being processed.
 - I declare that all the information provided in this form is accurate and correct and no false/fake document has been attached.
 - I acknowledge that I have read and understood all the requirements for this request.
 - I acknowledge that I understand all the relevant policies and procedures regarding this change, including BIT's refund policy.
 - I acknowledge that I have been advised to contact Department of Home Affairs regarding any potential visa changes to the student visa.
 - I understand that I must pay my all dues as one of the requirements for getting a release.
 - I am aware of my appeal rights.
 - I understand that I must discuss the issue with the student support officer before applying for the release.
 - I understand that processing time for the application for the release is 10 working days.

Student Signature: _____ Date: _____

Office use only			
Finance check:		Date:	
Outcome of the request:	<input type="checkbox"/> Release granted	<input type="checkbox"/> Release not granted	
Reason for the decision:			
Processed by:		Date:	