

MRP INTERNATIONAL INSTITUTE

A TRADING NAME OF MRP INTERNATIONAL PTY. LTD. CRICOS PROVIDER CODE : 03012E NATIONAL PROVIDER CODE:
21248

Student leave, deferral or suspension form

Course code.....

Course name.....

Student ID number.....

Family name.....

Given names.....

Address.....

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Contact phone numbers.....

What is being requested:

- deferral
- suspension
- approved leave (all leave over 2 weeks needs to be deferred)

Reason for the request.....

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Student signature.....

Date.....

Peter Dihm

Managing Director.....

Date.....

Leave start date:.....Leave finish date:.....

The college may decide to accept an application from a student for deferral of commencement, suspension of study or approved leave on the following grounds:

- On medical grounds (a medical practitioner's certificate indicating the students is unable to attend class is required); or
- In exceptional compassionate circumstances beyond the students control, such as serious illness or death of a close family member (independent evidence of the exceptional circumstances is required).
- In the event of the unavailability, in a particular study period, of a key or prerequisite units resulting in a significantly reduced study load. This ground is only available if the deferral allows the student to return to the college with a fuller load in a subsequent study period.