Application for Student Suspension

Student Name: _________________________ Student Number: _______________________

Course: _______________________________________________________________________

Class Group: _______ Date suspension starts: ____________ and ends: ____________

Please note:
- A suspension may require an extension of your study end date. Students may also be subjected to charges where they are required to repeat their studies and/or require extra tuition in order to complete a course.
- You will have to fit into the timetable which ANIBT is able to offer you on recommencement.
- Upon return, you must fill out a suspension return form (available at reception) and attend a meeting with the student support manager and department head to authorize your readmission to ANIBT and finalise your academic strategy.
- If you wish to extend the suspension period you must inform ANIBT in writing, you will be sent a confirmation of the suspension in writing.

Reason(s) for withdrawal:
___________________________________________________________________________
___________________________________________________________________________
___________________________________________________________________________
___________________________________________________________________________
___________________________________________________________________________

Student Signature

Authorised by: ________________________________________________________________

Student Support Manager

Please submit this form to ANIBT Reception, located on Level 7, 474 Flinders Street, Melbourne VIC 3000, Australia.

Please note: your application for suspension will be assessed within 10 working days and you will be notified of the outcome of your application in writing. If you do not have written confirmation of your suspension and you do not attend your scheduled classes, you will be marked absent and your attendance percentage will be affected.