

Section A – Student Details

Family Name	Given name	
Email	Date of birth	
Student ID	Mobile	
Address (in Australia)	State	Postcode

Section B – Leave of Absence Details

School	Course code
Course	Campus

Please consider the implications that the Leave of Absence may cause, as the University is only permitted to grant a temporary suspension on your studies with limited circumstances, on the basis of compassionate or compelling circumstances (with supporting documents). Please refer to the Enrolment Deferment, Suspension and Cancellation Procedures – International Student for further details: <http://policies.scu.edu.au/view.current.php?id=00006>

Reason for Leave of Absence

Leave of Absence start date	Returning Student Period/Year	Signature of student	Date
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Section C – Office Use

I understand and accept that:

Compassionate and compelling circumstances demonstrated

Supporting document provided

New study plan received from the school and communicated with the student

Approved

Studies must resume by session/year:

Not approved

Comments		
Authorised by (please print)	Signed	Date