

Complete this form if you wish to transfer to another education provider before you have completed the first six (6) months of your principal course at TAFE NSW and if you require a letter of release from TAFE NSW. The principal course of study refers to the main course of study to be undertaken by an overseas student. Where there are multiple courses of study, or a pathway for study, the principal course of study would normally be the final course of study. Your application will be assessed according to TAFE NSW guidelines and you will receive a reply within five working days of the lodgement of the application. You must continue to attend all your classes until you have been notified about the outcome of your request.

Student details – student to complete

Family name:

Given name/s:

International student number:

DOB (DD/MM/YYYY):

Address:

Telephone:

Mobile:

Email:

TAFE course name and number:

Campus:

Transfer requests will only be approved if one of the following applies:
Please tick the applicable check box:

I am unable to achieve satisfactory course progress in my course, even after participating in TAFE NSW's intervention strategy to support my progress.

I have faced compassionate or compelling circumstances which require me to change provider – please provide documentation to support your claim.

TAFE NSW has failed to deliver the course as outlined in the written agreement signed at time of offer – please provide documentation to support your claim.

My reasonable expectations about my current course are not being met – please provide documentation to support your claim.

I was misled by TAFE NSW or its agent and the course is therefore unsuitable to my needs and/or study objectives – please provide documentation to support your claim.

Student signature

Parent/Guardian signature (If student is under 18 years old)

Date (DD/MM/YYYY)

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Please send the completed form and supporting documents to: intcompliance@tafensw.edu.au

 tafensw.edu.au/international