

Application to Defer Course Commencement Form



F-2.6.5

Section A: Student Details

Name:

Student Number:

Current Address:

Mobile Number:

Email Address:

Course(s) Name:

Course(s) Start Date:

Course(s) End Date:

Section B: Reasons/details for request of deferral

(Please attach copies of documentary proof if applicable.)

Requested Course(s) Start Date:

Parent/Legal Guardian Name (for under 18 students):

Signature:

Date:

Student Signature:

Date:

Note: All required documents must be provided upon submission of this form by Friday before course commencement. Failure to do so may result in your deferment requested being disapproved.

Office Use Only

Section C: Supporting Evidence

Document Provided:

- Medical Certificate
 Airline Ticket

- Letter from Student
 Other Documentation:

Received By:

Date:

Section D: Outcome of Deferment Request

Approved Not Approved

Comments:

Department Head of Marketing Signature:

Date: