

## CANCELLATION REQUEST FORM

Date: \_\_\_\_\_

Informing ASMI College & Howard College Australia of Cancellation of course/s

Student Name: \_\_\_\_\_

Student Number: \_\_\_\_\_

Unique Student Identifier: \_\_\_\_\_

To create USI visit: <http://www.ui.gov.au/Pages/default.aspx>

Course/s: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Reason\*: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Signed by (student)**

\_\_\_\_\_

Note: Please hand this form to administration.

*\*Please note: That if release is required you need to also submit your Release Request document and attach documents (offer letter etc). This document is available from reception. Student's are advised that if release is necessary, that they should check requirements with the Director of Studies before cancelling their course.*

Regards

**Administration Team**