

# Student Request to Withdraw Form



Student's name:		Date:	
Student USI number:			
Email: <small>Note, please provide a forwarding email for issuing your Statement attainment (Certificate)</small>		Telephone:	
Organisation:			
Program name:			
<b>DETAILS</b>			
Reason for withdrawal:	<input type="checkbox"/> Loss of employment <input type="checkbox"/> Change in personal circumstances <input type="checkbox"/> Change in job role <input type="checkbox"/> Employer request <input type="checkbox"/> Unable to commit to study <input type="checkbox"/> Other (please state) .....		
Further information:			
<b>DECLARATION</b>			
Have you read the EnerTrain Accredited Program Terms and Conditions?		<input type="checkbox"/> Yes <input type="checkbox"/> No	
Have you read the EnerTrain Student Handbook?		<input type="checkbox"/> Yes <input type="checkbox"/> No	
Your Signature:			

<b>OFFICE USE ONLY</b>			
Program Start Date:			
Request status:	<input type="checkbox"/> Approved <input type="checkbox"/> Not Approved		
Non-approval reason (if applicable):			
Is a refund required?	<input type="checkbox"/> Yes <input type="checkbox"/> No		
Processed by:		Date:	