

Show Cause Cover Sheet

Unsatisfactory Course Progression and Discontinuation of Enrolment

Section A: Student Details			
Student Number		Title	<input type="checkbox"/> Mr <input type="checkbox"/> Miss <input type="checkbox"/> Ms <input type="checkbox"/> Other:
First Name		Middle Name	
Surname			
Date of Birth		Email	
Contact Number			
Postal Address (including State and Postcode)			
Section B: Enrolment Details			
Are you an International Student?	<input type="checkbox"/> Yes <input type="checkbox"/> No		
Name of Course for which you are required to show cause:			
Enrolled campus	<input type="checkbox"/> Sydney <input type="checkbox"/> Melbourne <input type="checkbox"/> Brisbane <input type="checkbox"/> Adelaide		
Notification in relation to results from	Trimester: <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3	Year:	
Section C: Student Declaration			
I declare that the information I have provided on this application is true and correct. By signing this form I acknowledge that I have read and understood the policies, procedures and terms set out in the College's website and I agree to be bound and abide by those policies, procedures and terms as amended from time to time.			
Supporting evidence is attached to this application form?	<input type="checkbox"/> Yes <input type="checkbox"/> No		
Number of documents attached			
Signature		Date	
Please send your completed application form to registrarsoffice@navitas.com or return to your relevant campus.			
Sydney Locked Bag 11 Strawberry Hill NSW 2012 Australia Fax: 02 9964 6370	Brisbane PO Box 10469 Brisbane QLD 4000 Australia Fax: 07 3236 0037	Melbourne PO Box 12322 Melbourne VIC 8006 Australia Fax: 03 8613 0698	Adelaide GPO Box 2067 Adelaide SA 5011 Australia Fax: 06 8110 4020
Section D: Receipt – Office Use Only			
Received by		Date	
Section E: Approval – Office Use Only			
Approved	<input type="checkbox"/> Not Permitted <input type="checkbox"/> Permitted with conditions <input type="checkbox"/> Permitted without conditions Please list (or attach separately) conditions and timeframes (if any) imposed AND/OR reasons for refusal.		
Name		Position	
Signature		Date	