PROJECT:

Parabellum International Training RTO 51786

DOCUMENT No:

PIT-ISS-FRM-005

DOCUMENT TITLE:

Application for Withdrawal/Deferral Form

0	17.10.2025	Issued for Use	I. Clover	C. Coupland	C. Coupland
0A	02.09.2025	Initial Draft	I. Clover	I. Clover	C. Coupland
REVISION	**DATE**	**DESCRIPTION OF REVISION**	**ORIGINATOR**	**CHECKED**	**APPROVED**

This form is to be used by students of Parabellum International Training RTO (51786) who wish to request either withdrawal from their course or deferral of their enrolment. The RTO is committed to supporting students through any personal, medical, or exceptional circumstances that may impact their studies.

Students are encouraged to provide supporting documentation where applicable. Approval of a request is at the discretion of the RTO and will be communicated in writing.

Completing this form ensures that the RTO maintains accurate records of enrolment changes, supports the management of fees and refunds, and meets compliance obligations under the Standards for RTOs 2025.

STUDENT DETAILS			
First Name:		**Surname:**	
Address:			
Phone:		**Date of Birth:**	
Email:			
USI Number:			
PROGRAM DETAILS			
Qualification Code and Title:			
Course Commencement Date:			

1. Type of Request

☐ **Withdrawal from Course**

☐ **Deferral of Enrolment**

Requested Effective Date: _____

Reason for Request: (Please provide details)

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2. Supporting Documentation (attach if applicable)

☐ **Medical Certificate**

☐ **Compassionate / Hardship Evidence**

☐ **Other:** _____

3. Student Declaration

I declare that the information provided in this application is true and accurate. I understand that submitting this application does not guarantee approval and that I have read and understood the RTO's policies regarding withdrawal and deferral.

Student Signature: _____ **Date:** _____

Please return this completed form along with any supporting documentation to training@parabellum.com.au

Document No:	Title	Created By:	Modified By:	Approved By:	Revision No.	Revision Date:	Review Date:
PIT-ISS-FRM-005	Application for Withdrawal/Deferral Form	I. Clover	I. Clover	C. Coupland	0	17.10.2025	17.10.2028

OFFICE USE ONLY

Date Received	
Processed by (name/position)	
Decision	☐ Approved ☐ Not Approved
Reason / Notes	
Outcome Communicated to Student	
Date of Communication	
Signature of Authorising Officer	