

# INTERNATIONAL STUDENTS REQUEST TO TRANSFER FROM TAFE NSW TO ANOTHER PROVIDER

Complete this form if you wish to transfer to another education provider before you have completed the first six (6) months of your principal course at TAFE NSW and if you require a letter of release from TAFE NSW. Your application will be assessed according to TAFE NSW guidelines and you will receive a reply within 5 working days of the lodgement of the application. You must continue to attend all your classes until you have been notified about the outcome of your request.

## STUDENT DETAILS - STUDENT TO COMPLETE

Family name:	<input type="text"/>	Given name/s:	<input type="text"/>
International student number:	<input type="text"/>	DOB (DD/MM/YYYY):	<input type="text"/>
Address:	<input type="text"/>		
	<input type="text"/>		
Telephone:	<input type="text"/>	Mobile:	<input type="text"/>
Email:	<input type="text"/>		
TAFE course name and number:	<input type="text"/>	Campus:	<input type="text"/>

Transfer requests will only be approved if one of the following applies:

Please tick the applicable check box:

- I am unable to achieve satisfactory course progress in my course, even after participating in TAFE NSW's intervention strategy to support my progress
- I have faced compassionate or compelling circumstances which require me to change provider - please provide documentation to support your claim
- TAFE NSW has failed to deliver the course as outlined in the written agreement signed at time of offer - please provide documentation to support your claim
- My reasonable expectations about my current course are not being met - please provide documentation to support your claim
- I was misled by TAFE NSW or its agent and the course is therefore unsuitable to my needs and/or study objectives - please provide documentation to support your claim.

Student's signature:	<input type="text"/>	Date (DD/MM/YYYY):	<input type="text"/>
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Please sent this form to your RTO:

### WESTERN SYDNEY RTO

[wsi.international@tafensw.edu.au](mailto:wsi.international@tafensw.edu.au)

Phone: +61 2 9715 8700

### SOUTH WESTERN SYDNEY RTO

[swsi.international@tafensw.edu.au](mailto:swsi.international@tafensw.edu.au)

Phone: +61 2 8713 6545

### THE NORTHERN SYDNEY, HUNTER AND NORTH COAST RTOs

[nsi.international@tafensw.edu.au](mailto:nsi.international@tafensw.edu.au)

Phone: +61 2 9942 3539

### SYDNEY TAFE, ILLAWARRA, AND WESTERN AND RIVERINA RTOs

[intadmissions@tafensw.edu.au](mailto:intadmissions@tafensw.edu.au)

Phone: 1300 360 601

For Guidelines and Procedures for Transfer of Providers please visit

[https://www.legislation.gov.au/Details/F2017L01182/Html/Text#\\_Toc487026955](https://www.legislation.gov.au/Details/F2017L01182/Html/Text#_Toc487026955)

