

SYDNEY BUSINESS & DEVELOPMENT INSTITUTE



Student to complete the following sections:

Current Address Current Course NOTE: 1. You must meet course entry requirements of the new course to be eligible for change of course. 2. Your request for change of course may be declined by your Academic Coordinator for reasons outlined in SBDI's Change of Course policy. 3. I understand that a Change of course may have implications on my student visa and I should seek appropriate advice before changing the course. 4. I understand that its my responsibility to ensure my student visa covers the duration of the course. 5. I understand and if my change of course have accept that I am formally withdrawing from my previous course and myenrolment/CoE has been changed to a new course. 6. Change of course cannot be approved or processed for rescheduling pre-approved holiday. Requested New Course Course Code: Course Name: Reason(s) for Changing the Course:(Please provide as much details as possible) Note: Attach any supporting documents with this form as applicable Student Signature Date:						
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	Requested New		e approved or proces		g pre-approved ho	oliday.
Student Signature Date:	Requested New Course Code:	Course		Course Name:		oliday.
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CHANGE OF COURSE REQUEST FORM

OFFICE USE ONLY

Course/Class chang Academic Coordina		Signature:	Date:
Course/Class proce Officer	ssed by Admissions	Signature:	Date:
Change of Course	☐ Granted	Declined	
Reason(s), if declined			
Follow-up Action			
Approved by			Date:

