



# BARKLY INTERNATIONAL COLLEGE

CRICOS PROVIDER NUMBER 03136D (VIC)  
RTO PROVIDER NUMBER 22238

## F.17V06 Enrolment Cancellation Form

Australian International Student

Off-Shore Student

### STUDENT DETAILS

Given Name(s):  Family Name:

Student ID:  Date of Birth:

Address:

Course Name:

Course Start Date:  Current Status:

Cancellation Effective In:  /  /  (MM / YYYY)

International students must state the reason for cancelling their program as BARKLY is obliged to report the cancellation to the DHA. Also, all supporting documents should be attached with this form. Please refer to Refund Policy for any applicable refunds.

- |   |  |
|---|--|
| <input type="checkbox"/> Transferred to another course  | <input type="checkbox"/> Financial reasons                     |
| <input type="checkbox"/> Work commitments   | <input type="checkbox"/> Non-payment of fees                   |
| <input type="checkbox"/> Study material not provided  | <input type="checkbox"/> Poor service                          |
| <input type="checkbox"/> Course content did not meet expectations                             | <input type="checkbox"/> Personal reasons                      |
| <input type="checkbox"/> Transferred to another provider<br>(Provide admission documentation) | <input type="checkbox"/> Medical Grounds<br>(Provide evidence) |

Other (Please specify):

To assist Barkly International College, provide the best possible service, your comments and reasons for course cancellation would be appreciated.

**Comments:**

Student Signature:  Date:

### Office Use Only

Received by:  Date:

Is the student eligible for a refund?  No  Yes – ask the student to complete the F.23V03 Refund Request Form.

### Document Information

**Title:** F.17V06 Student Complaint Form  
**Author:** Barkly International College Pty Ltd  
**Reviewer:** Evelin Cruz  
**Department:** Administration

**Version No:** V6.0  
**Date Created:** January 2015  
**Date reviewed:** November 2022  
**Next Review date:** December 2023