



RTO No: 41136 CRICOS No: 03416G
 International College of Melbourne Pty Ltd (ICM) Address:
 Level 11, 55 Swanston Street Melbourne Victoria 3000. Ph
 + 61 3 9662 3344
 Email: admissions@icm.edu.au

Internal Course Transfer Application Form International Students

This form is to be completed by international students who wish to transfer from their current course of study to another course within International College of Melbourne. The transfer request will be granted in accordance with our Course Transfer Policy and Procedure. Further information can be found in your Student Prospectus and on International College of Melbourne’s website at: www.icm.edu.au.

Your visa may be affected by your application to transfer so you should contact DHA on 131881 to discuss any implications. You may also review information on changing courses at:

<https://immi.homeaffairs.gov.au/change-in-situation/study-situation>

Student Name: _____ Student ID: _____

Date: / / Course: _____

I wish to withdraw from the course I am enrolled in with International College of Melbourne and transfer to another course within International College of Melbourne for the reasons explained below *(Please ensure you include the course name in which you are currently enrolled and the one you want to transfer to)*.

Have your contact details changed since you last advised us of them? Yes No If yes, please provide below.

Home Address: _____

Suburb: _____ Postcode: _____

Telephone: _____

Mobile: _____ Email: _____

Student Signature

Signed: _____

Printed Name: _____

Date: _____

Please forward this completed form to our office on the details below.

ICM Admission team – Email: admissions@icm.edu.au

Upon receipt of this form and approval of your application, your application will be assessed, and you will be notified of the outcome, including any refunds or additional fees if your request is approved.

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CRICOS Provider Code: 03416G | Registered Training Organisation No.41136

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