



Australian College of Culinary and Management

**ACCM**

# Australian College of Culinary and Management (ACCM)

RTO -45886-CRICOS-04038J

## Course Change Form

Note: Any change to your enrolment may have implications on your student visa and you are strongly advised to refer to the Department of Home Affairs (DHA) website at: <https://immi.homeaffairs.gov.au/change-in-situation/study-situation> or phone: 131 881 In Australia-Outside Australia Phone: +61 2 6196 0196

Student ID \_\_\_\_\_ Contact/mobile \_\_\_\_\_

First Given Name \_\_\_\_\_

Middle name \_\_\_\_\_

Last Name \_\_\_\_\_

Email \_\_\_\_\_ Date of Birth \_\_\_\_\_

Current / Enrolled course of study

New Course/ Enrolled course of study

Reason for your request

How would you like to receive your new Letter of Offer and Confirmation of Enrolment (CoE)?

Collect original documents at College

Receive copies of documents via e-mail

Please send this completed form to [Email-info@accm.vic.edu.au](mailto:info@accm.vic.edu.au)

**Declaration:** I am aware that changes to my enrolment may affect my student visa and that I should seek advice from DHA. I accept that the course fee for the new course may differ from the current course where transferring from a more expensive course to a less expensive one, no refund of the difference is payable refer to ACCM Students Fees and Refund Policy Procedure <https://www.accm.vic.edu.au/policies>. I accept that the new course may have changes to the course structure and timetable. If approved, a new International Student Offer and Acceptance / Written Agreement will be issued, and on my acceptance of the offer, a new CoE will be issued.

Student Signature

Date

### Office use only

Wisenet updated

COE updated in PRISMS

Request approved

Request Denied

Staff Name

Signature

Date

Comments: