



Professional Year in Engineering

Withdrawal Request

Student Details			
First Name			
Surname			
Phone No.		Email	
Withdrawal Request			
Professional Year Partner (please tick)	Navitas	Monash Professional Pathways	Yorke Institute
Reason for withdrawal (****Please provide supporting documentation/evidence for review****)			
Declaration Checklist			
I understand that I am not eligible for a refund of any fees paid once the program has commenced.			
I acknowledge that I am responsible for ensuring all fees are paid in full, including any instalments that have not yet been met.			
I acknowledge that failure to make payment on outstanding invoices will result in the referral of my account to a debt collection agency, for which I am responsible for additional fees incurred.			
I acknowledge that EEA fulfilled all its requirements as per the terms and conditions of my enrolment.			
I acknowledge that I have withdrawn from the program due to personal reasons which prohibit me from meeting the standards required to complete the course.			
I have attached supporting documentation (eg. Medical certificate, redundancy notice or letter from employer advising loss of job).			
Signed			
Print name			
Date			
Note: Once your withdrawal has been approved by Engineering Education Australia, you will receive an email confirmation from our Professional Year team.			

Engineering Education Australia Pty Ltd

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