

This form is for offshore student visa holders who wish to make an application for deferral, leave of absence or reduced study load under compelling or compassionate circumstances, who are unable to obtain the required documentation.

**Student number:**

**Student Name:**

I solemnly and sincerely declare the following circumstances to the University of Melbourne, outlining the reasons for my request:

I submit this form in lieu of a medical certificate, health professional form or statutory declaration, which I cannot provide because:

and I make this declaration conscientiously believing its contents to be true.

I declare that all the information supplied by me is complete, true and correct in every particular and acknowledge that the University may terminate my studies if I have misrepresented my past and/or present circumstances and that this termination may take place at any stage during the course undertaken. I understand that provision of false information may constitute academic misconduct in accordance with 5.65 of the [Student Academic Integrity Policy](#) and under the [Academic Board Regulation](#).

I understand that the University reserves the right to inform other tertiary institutions if any of the material presented to support my application is found to be false.

I agree all documents submitted become the property of the University of Melbourne.

**Student Name:**

**Date (DD/MM/YY):**       /       /

#### Privacy statement

The information on this form is being collected by Academic Services, University of Melbourne. You can contact us on 13 MELB (13 6352). The information is being collected to administer your enrolment. The information will be used by authorised staff for the purpose for which it was collected and will be protected against unauthorised access and use. As required by the Education Services for Overseas Students Act 2000: National Code Part D, Standard 5, your information can be forwarded to the Department of Education and Training and Department of Home Affairs to comply with reporting requirements in relation to students under 18 years holding overseas visas. You can access any personal information the University holds about you.

For further information on the Privacy Policy of the University of Melbourne please refer to <http://www.unimelb.edu.au/governance/compliance/privacy>.

Privacy enquiries can be sent to the Privacy Officer ([privacy-officer@unimelb.edu.au](mailto:privacy-officer@unimelb.edu.au)).