

CoE extension Request Form



Student Name:	STUDENT ID	Date of Birth
Mobile:	Email:	
Student's location when applying this form	In Australia	Overseas
Address		
Street		
Suburb		
State Post code Country		
Course Name		
Current CoE End Date		
Total units achieved Competence		
Total units submitted pending result		
Total outstanding units		
Number of weeks request for extension		

Please note that as per Standard 8 – Overseas Student Visa Requirements of the National Code 2018, international students on a student visa must be in a position to complete their course within their expected course duration. A COE extension may only be granted in limited circumstances, some of which are outlined below. If applicable, please ensure that the student is provided with the relevant supporting documents to submit with their COE extension application. Griffin College may request supporting document if not available in Griffin College records.

Select Reason	Reason for requesting CoE Extension`
	Academic Progress issue
	Approved leave/suspension has occurred during this course.
	Serious illness or injury`
	Bereavement of a family member or another traumatic experience`
	Others COMPASSIONATE AND / OR COMPELLING REASONS
	Visa Limitations

**Student Declaration**

- I declare that I have provided the true and correct information.
- I request issuance of new CoE based on my current student acceptance agreement with Griffin College
- If my request is approved, I agree to pay A\$300 per week as tuition fee for the required extension period for this course (CoE)

Signatures

Date

**OFFICE USE ONLY**

Number of unit (s) the student has left to complete the course	
Based on a full-time enrolment, what is the expected course end date	
Name of Griffin College Officer	
Signatures	
Position	
Date	