

Changing Your Study Arrangements

Process Maps

Updated August 2024



THE UNIVERSITY
of ADELAIDE

I want to change my University's offer or enrolment

How can I postpone the start of my program? (Deferral)



You need to postpone the start of your program.



You or an education agent can request for the deferral of an offer within the International Applicant Portal* ONLY if prior to the Census date.



A request to defer an offer may be approved if:

1. The offer has not been accepted yet.
- Or
2. The offer has been accepted, but there are delays with the approval of the student visa or Compassionate and Compelling Circumstances.

*Higher Degree by Research (HDR) students, please contact Adelaide Graduate Research School

How can I withdraw before I start my program? (Cancellation)



You need to withdraw from your program before it starts.



You or an education agent can request for a withdrawal by replying to your Confirmation of Acceptance email.



Your withdrawal will be approved and your CoE will be cancelled.^



Check your Offer Letter or the Refund Policy to see if you are eligible for a refund and how to apply.

^Please contact the Department of Home Affairs regarding the effect this will have on your student visa.

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How can I withdraw after I start my program? (Discontinuation)



You need to withdraw from your program and:

1. You are within the first 6 months of your program and **not** transferring to another Australian education provider.

Or

2. You have studied longer than 6 months.

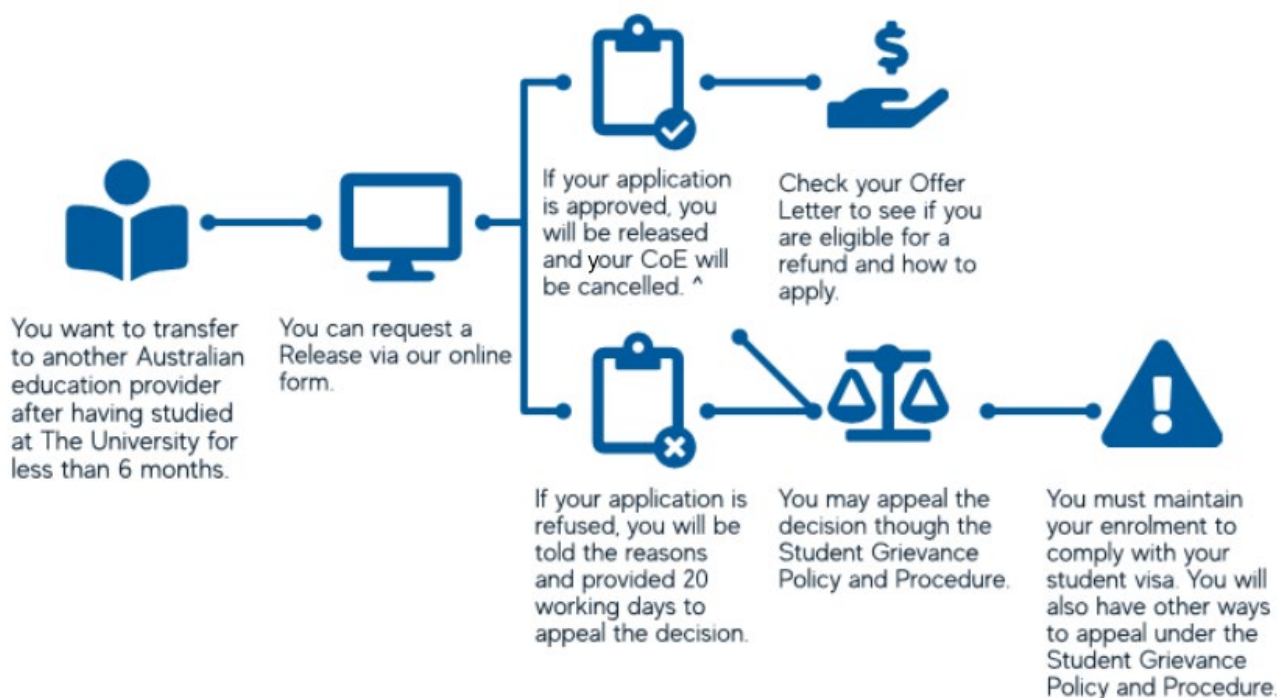
You can request to discontinue your studies via our online form.

You will be discontinued from your program and your CoE will be cancelled.[^]

Check the Refund Policy to see if you are eligible for a refund and how to apply.

[^]Please contact the Department of Home Affairs regarding the effect this will have on your student visa.

How can I transfer to another education provider? (Release)



[^]Please contact the Department of Home Affairs regarding the effect this will have on your student visa.

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How can I take time off for more than a month? (Leave of Absence)



You need to take a break from your studies longer than 4 weeks. This is called a Leave of Absence.



You may seek advice from an International Student Advisor before applying for a Leave of Absence.



You may need permission from your Program Director or Delegate before applying for a Leave of Absence.



You can apply for Leave using our online form.



A Leave of Absence can be granted for 6 months where there are Compassionate and Compelling Circumstances.



If a Leave of Absence is approved, the leave period will be recorded on your CoE. This may cause your CoE to be cancelled.*

^Please contact the Department of Home Affairs regarding the effect this will have on your student visa.