

Course Withdrawal Form

This form must be completed by any student wishing to formally withdraw from a course. Before submitting, students are strongly encouraged to speak with Student Services or their Trainer/Assessor to explore available support options. Refer to the Course Withdrawal Policy and the Fees, Refunds and Enrolment Transparency Policy for eligibility details and implications. All withdrawal requests are assessed in accordance with the Standards for RTOs 2025. All information provided will be managed in accordance with BLI's Privacy Policy and retained securely as per the Records Management Procedure.

1. Personal Details

Title:	<input type="checkbox"/> Mr <input type="checkbox"/> Mrs <input type="checkbox"/> Ms <input type="checkbox"/> Miss <input type="checkbox"/> Other: _____
Given Name:	
Preferred Name:	
Surname:	
Date of Birth:	
Email:	
Contact Number:	
Address:	

2. Course Details

Course Code and Name:	<input type="checkbox"/> BSB50120 Diploma of Business (Development) <input type="checkbox"/> BSB50120 Diploma of Business (Leadership) <input type="checkbox"/> BSB80320 Graduate Diploma of Strategic Leadership <input type="checkbox"/> Other (please specify): _____
Start Date of Course:	
Date of Last Class Attended:	

☐ I am submitting this form electronically and acknowledge that my typed name serves as my signature.

Signature: _____ Date: _____

Submit this form to Student Services or via email to: info@blendedlearning.edu.au.

Your request will be acknowledged within 5 working days and processed within 10 working days once all documentation is received.