

Australasia International School

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AIS CHANGE OF CLASS REQUEST

REQUEST:

This form is to be completed by a student who would like to attend a different AIS campus/ class/ day and or time as indicated below for the course that they are currently enrolled in. The student makes this request willingly and it is of their own choice.

AIS will endeavor to meet this request but cannot promise it. It is subject to approval by the VET Academic Manager.

I make this request on the date _	/Student ID is
	The reason for this request
is	
CURRENT QUALIFICATION	
CURRENT TRAINERS NAME	
CURRENT CLASS NUMBER	
CURRENT TERM AND WEEK NUMBER	OTerm 1 OTerm 2 O Term 3 O Term 4
PROPOSED TERM AND WEEK NUMBER	O Term 1 OTerm 2 O Term 3 O Term 4
PROPOSED CLASS NUMBER	
Admin Use Only:	
O Approved	
O Class changedO RTOM Updated	
O VETADMIN Advised	
Student Support Member:	Date: