# Request to Discontinue
(for Postgraduate Coursework students)

Applicants – Please Note:
This form should be used by School of Population Health Postgraduate Coursework students wishing to withdraw entirely from their enrolment in a postgraduate program.

## Important Deadlines for 2007

<table>
<thead>
<tr>
<th>Last date for withdrawing</th>
<th>1st Semester and Year-long subjects</th>
<th>2nd Semester subjects</th>
</tr>
</thead>
<tbody>
<tr>
<td>before incurring a WD (withdrawn) on your academic record.</td>
<td>Friday 9 March 2007</td>
<td>Friday 3 August 2007</td>
</tr>
<tr>
<td>before incurring a financial liability.</td>
<td>Census Date (please refer to your Enrolment Record)</td>
<td>Census Date (please refer to your Enrolment Record)</td>
</tr>
<tr>
<td>before incurring a Fail on your academic record.</td>
<td>Friday 4 May 2007</td>
<td>Friday 5 October 2007</td>
</tr>
</tbody>
</table>

## Student Details (please print clearly)

- **Surname:**
- **Given Name(s):**
- **Student ID #:**

## Date of Discontinuation

I wish to withdraw from the ____________________ effective ________________.

*please list course to discontinue* ________________

## Reason for Discontinuation

- [ ] Personal
- [ ] Dissatisfied with Course
- [ ] Transferring
- [ ] Employment Opportunity
- [ ] Financial
- [ ] Study Difficulties
- [ ] Health
- [ ] Other

## Declaration and Signature

I understand the implications of discontinuing from subjects in relation to University’s deadlines concerning the payment of fees (including CSP and Fee-HELP), and understand the dates after which "WITHDRAWN" or "FAIL" will appear on my academic transcript. I understand that once approval is granted to withdraw, I will not be able to resume candidature at a later date unless I submit a new application form.

**Signature:** ___________________________ **Date:** ________________

Please return your completed form to:
Academic Programs Office, School of Population Health
Level 4, 207 Bouverie Street
The University of Melbourne VIC 3010

The University’s Privacy Policy can be viewed at: [http://www.unimelb.edu.au/unisec/privacy/studentinfo.html](http://www.unimelb.edu.au/unisec/privacy/studentinfo.html).

This website provides detailed information about the contact details, complaints procedures and other aspects of the University’s privacy regime.

## Academic Programs Office Use Only

- [ ] Entered on MERLIN: _____ / _____ / _____
- [ ] Enrolment Record Issued: _____ / _____ / _____

**Administrative Officer:** ___________________________