



Mid City College

The Evolution of Training

Canberra

MID CITY EDUCATION PTY LTD

RTO Code: 45100 CRICOS Code: 03627G

Address: Suite 22, Level 4, 28 University Avenue City, ACT 2601

Phone: 02 8052 3231 Email: info@midcity.edu.au

Website: www.midcity.edu.au

Student Leave Form

Note: All requests from students for leave during designated study periods are subject to approval and assessment against Mid City College's policies regarding student attendance and international student visa conditions.

Fill in all relevant sections and mark the appropriate with an 'X'.

Surname: _____ Date: ____ / ____ / ____

First Name: _____ Student ID: _____

Course Name: _____

Student Request: Compassionate circumstances
 Compelling circumstances
 Other

Reason for Request: _____

Duration of leave: From: ____ / ____ / ____ To: ____ / ____ / ____

Has any supporting documentation/evidence been provided? No Yes, (attach documents)

Student signed: _____ Date: ____ / ____ / ____

Approved By: _____
(Print name)

Officer signed: _____ Date: ____ / ____ / ____