

# STUDENT SERVICES REQUEST FORM

Personal Details	
<b>Full Name:</b>	
<b>Date of Birth:</b>	
<b>Student ID:</b>	
<b>Mobile:</b>	
<b>Email:</b>	

Course Code and Course Name (Tick ANY)	
<input type="checkbox"/>	AUR30620 - Certificate III in Light Vehicle Mechanical Technology
<input type="checkbox"/>	AUR40216 - Certificate IV in Automotive Mechanical Diagnosis
<input type="checkbox"/>	AUR50216 – Diploma in Automotive Technology
<input type="checkbox"/>	HLT42021 - Certificate IV in Massage Therapy
<input type="checkbox"/>	HLT52021 - Diploma of Remedial Massage
<input type="checkbox"/>	BSB50420 - Diploma of Leadership and Management
<input type="checkbox"/>	BSB60420 - Advanced Diploma of Leadership and Management
<input type="checkbox"/>	BSB50820 - Diploma of Project Management
<input type="checkbox"/>	BSB80120 - Graduate Diploma of Manangement

Services requested (Tick ANY)	
General request	Student Support Request
<ul style="list-style-type: none"> <li><input type="radio"/> Enrolment Cancellation</li> <li><input type="radio"/> Airport pick up</li> <li><input type="radio"/> Certificate</li> <li><input type="radio"/> Statement of Attainment</li> <li><input type="radio"/> Record of Results</li> <li><input type="radio"/> Completion letter</li> <li><input type="radio"/> Other, please specify</li> <li>.....</li> </ul>	<ul style="list-style-type: none"> <li><input type="radio"/> Academic Support</li> <li><input type="radio"/> Language Literacy and Numeracy (LLN)</li> <li><input type="radio"/> Disability Support</li> <li><input type="radio"/> Health &amp; Safety</li> <li><input type="radio"/> Counselling</li> <li><input type="radio"/> Emergency and Health services</li> <li><input type="radio"/> Facilities and Resources</li> <li><input type="radio"/> Complaints and Appeal</li> <li><input type="radio"/> Legal services</li> </ul>

**Note:** All requests will be processed within 14 working days

<b>Student Signature:</b>		<b>Date:</b>	
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### Office Use only | Received by:

<b>Authorised Staff Name:</b>		<b>Date:</b>	
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<b>Authorised Staff Signature:</b>	
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