Print this checklist and tick off the actions if you need them

### Checklist - Changing Enrolment

<table>
<thead>
<tr>
<th>Steps</th>
<th>And what to do</th>
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| Changing Education Provider:                                         | **Before you have studied for six months in your principal course:**  
| • If you enrolled in a package you can’t leave it until you’ve studied 6 months with the last provider in the package (called your “principal education provider”) | **•** Read your provider’s policy about when they will give you a “letter of release” to transfer to another provider  
| **After you have studied for six months in your principal course:**   | **•** Your provider must supply you with a letter of release to give your new education provider before they can enroll you  
| • Read your provider’s policy about when they will give you a “letter of release” to transfer to another provider | **•** You do not need a letter of release and can change courses or education providers.  
|                                                                      |                                                                                                                                                                                                               |
| A student can temporarily suspend or defer studies under compassionate or compelling circumstances. | Read the Education Provider’s policy on suspending or deferring enrolment.  
| **Note:**                                                            | **•** It may affect your student visa and you may have to return home.  
| • Your provider must supply you with a letter of release to give your new education provider before they can enroll you | **•** Your student visa will be suspended and you won’t have to reapply for a new one to return to Australia. (unless it expires while you are out of the country)  
|                                                                      |                                                                                                                                                                                                               |
| Your Education Provider may suspend or cancel your enrolment if you misbehave (as defined by your Education Provider’s policies). | Read your provider’s policy on cancelling or suspending enrolment  
|                                                                      | **•** You have the right to appeal if your education provider tells you it intends to cancel, suspend or defer your enrolment for misbehaviour  
|                                                                      | **•** You have 20 working days to appeal and the right to external appeal if you lose internal appeal  
|                                                                      | Your provider cannot report you to The Immigration Department until the appeals process is complete  
|                                                                      |                                                                                                                                                                                                               |

**Immigration website (DIAC)**  

**ESOS Legislation**  