

## Internal Course Transfer Application Form

### International Students

This form is to be completed by international students who wish to transfer from their current course of study to another course within Institute of Business and Management (Victoria). The transfer request will be granted in accordance with our Course Transfer Policy and Procedure. Further information can be found in your Student Prospectus and on Institute of Business and Management (Victoria)'s website at: <https://ibm.vic.edu.au>. Your visa may be affected by your application to transfer so you should contact DHA on 131881 to discuss any implications. You may also review information on changing courses at:

<https://immi.homeaffairs.gov.au/change-in-situation/study-situation>

Student name:

Student Id:

Course enrolled:

Have your contact details changed since you last advised us of them? Yes ☐ No ☐ If yes, please provide details below.

Home Address:

Suburb:

Postcode:

Telephone:

Mobile:

Email:

Student's Name:

Student's Signature:

Date: / /

**Please forward this completed form to our office on the details below.**

Institute of Business and Management (Victoria)'s Admission team on email: [info@ibm.vic.edu](mailto:info@ibm.vic.edu)

(Upon receipt of this form and approval of your application, your application will be assessed, and you will be notified of the outcome, including any refunds or additional fees if your request is approved)