

# Cancellation of FEE-HELP Loan Request

**This form is to be completed by students who have previously applied for FEE-Help Loan  
Please complete this form in block letters using black ink. Mark appropriate boxes with a cross (X).**

## 1 – PERSONAL DETAILS

**ACAP student ID number**

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**Gender**

Male  Female

**Title.....Family Name..... Given Name(s).....**

**Postal Address:**

**Number:.....Street.....**

**Suburb.....Postcode.....State.....**

**Country.....**

**Daytime Contact (Ph): .....(Mbl):.....**

**E-mail Address: .....**

**Course Name**

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**Campus (Syd, Melb, Bris)**

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## 2 – CANCELLATION

**Term and year from which a cancellation of the FEE-HELP assistance is sought**

Term 1	<input checked="" type="checkbox"/>
Term 2	<input checked="" type="checkbox"/>
Term 3	<input checked="" type="checkbox"/>
Summer School	<input checked="" type="checkbox"/>

Year	YYYY
Year	YYYY
Year	YYYY
Year	YYYY

## 3 – STUDENT DETAILS (To be completed by Student Support Officer prior to submission)

**ACAP Admin approves this application**

No  Yes

**Signature**

<b>X</b> SIGN HERE
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**Date**

DD	/	MM	/	YYYY
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## 4 – DECLARATION AND SIGNATURE

I wish to cancel my request for FEE-HELP Assistance.

**Student Signature**

<b>X</b> SIGN HERE
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**Date**

DD	/	MM	/	YYYY
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**Date Received**

Office Use Only	Office Use Only
Office Use Only	Office Use Only

The completed form must be lodged at administration by the re-enrolment date of the term for which you are requesting the cancellation.

Alternatively it can be posted to:

**FEE-HELP Coordinator, Locked Bag 11, Strawberry Hills NSW 2012**

Other than as authorised or required by law, the College will only use information collected via this form for the purposes for which it is being collected and in accordance with the College's functions and activities associated with your enrolment. Some specified information will be provided to third parties, such as DEST and other government and external agencies, where there are requirements on the College to do so. All information will be collected, stored, accessed, disseminated or destroyed in accordance with relevant privacy, record management, other laws and the College's policies.