

# A20 – REQUEST A REVIEW OF DECISION TO TRANSFER TO ANOTHER PROVIDER (RELEASE)

You can request review of decision within 20 working days of receiving the outcome. Complete this form to request a Senior Review Officer to review the original decision to grant release based on compassionate and compelling circumstances.

Please refer to our [International Student Transfer Policy and Procedure](#) document for more information. You can submit the request in person at VUHQ or email us via [ASKVU \(askvu.vu.edu.au\)](mailto:ASKVU@askvu.vu.edu.au) (Enrolments > Release Application).

Please complete this form in **BLOCK LETTERS**.

## 1. PERSONAL DETAILS

Student ID		Family name	
Given names			
Phone		Email	
Address (if required to have outcome posted)			

## 2. GROUNDS FOR REVIEW OF DECISION

- There has been a misapplication of international student transfer procedure or the national code.
- There is evidence of prejudice or bias on the part of the decision maker.
- There is an error of fact in assessing the request for a transfer.
- There is new evidence that was not available at the time of the application for release.

## 3. PROVIDE YOUR REASON FOR REVIEW

If more space is required, please use additional paper to provide supporting evidence.

## 3. DECLARATION

I have read the information and instructions and the Privacy information below and I declare that the information relating to this request is correct.

Signature	Date
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### PRIVACY STATEMENT

Victoria University (VU) values your privacy and is committed to handling your personal information in accordance with the Privacy and Data Protection Act 2014 (Vic) and other applicable privacy legislation. The personal information collected on this form will be used primarily for the purposes of assessing and processing this application. VU may also use and disclose your personal information to verify the information provided by you, to comply with government and other reporting requirements and/or to carry out associated activities connected with this application. Your personal information may also be disclosed to Commonwealth and State agencies such as the departments of education and the Department of Home Affairs in accordance with VU's obligations under the Education Services for Overseas Students Act 2000 (Cth) (ESOS Act), the National Code of Practice for Providers of Education and Training to Overseas Students 2018 (National Code) and other applicable legislation. Your personal information will not otherwise be used or disclosed without your consent, unless permitted by law. By completing and submitting this application, you agree to VU collecting, using and disclosing your personal information as described above and in accordance with VU's Privacy Policy and Student Information Privacy Collection Statement (which provides further detail about the types of personal information VU may collect from you and how it is managed) available on the Privacy page on our website [vu.edu.au/privacy](http://vu.edu.au/privacy)

You have a right to access your personal information held by VU. If you have any questions regarding privacy, please refer to the [Privacy page](#) on our website, our frequently asked questions at [ASKVU](mailto:ASKVU) or phone us on 9919 6100 or 1300 VIC UNI (or 1300 842 864).

**PRIVACY INFORMATION:** We collect and protect your personal information in accordance with our Privacy Policy [vu.edu.au/privacy](http://vu.edu.au/privacy).

## CONTACT US

If you have any questions, you can access **ASKVU** ([askvu.vu.edu.au](mailto:askvu.vu.edu.au)), speak to us via live chat or call us on **+61 3 9919 6100**.

Our **VUHQs** are located at the following campuses:

- ◆ City Tower
- ◆ Footscray Park
- ◆ Sunshine
- ◆ Footscray Nicholson
- ◆ St Albans
- ◆ Werribee