



## Campus Transfer Form

Prior to changing provider delivery location, students must complete the form below and submit it to their provider with appropriate payment. Payment must be made to the provider upon submission. ACS will not support requests without prior approval from the PY Provider. ACS will confirm processing with the provider.

### Student Details

<b>Application Date</b>	
<b>First Name</b>	
<b>Surname</b>	
<b>Provider Student ID</b>	
<b>Email Address</b>	
<b>Address Line 1 (if new)</b>	
<b>Address Line 2 (if new)</b>	
<b>Visa Type/Subclass</b>	<b>Visa Expiry Date</b>
<b>Student Fees</b> (select one)	<b>Prior to releasing this form to ACS, the student named above has been informed in writing of the associated ACS student fee required to change their delivery site, including prior ACS approval of any fee waiver.</b>
	<b>\$115 (+GST) - Transfer Fee</b>
	<b>\$_____ (+GST) – Waived/Reduced Fee</b> Prior approval from ACS (evidence required)

### Campus Transfer Details

<b>Provider Name</b>	
<b>Original Delivery Site (city)</b>	
<b>NEW Delivery Site (city)</b>	
<b>Evidence</b>	If applicable, please attach documentation to support reason below.
<b>Reason for Request</b> <i>Be as specific as possible</i>	

### PY Provider to Complete

<b>PYP Approval Date</b>	
<b>NEW PYP Cohort ID</b>	
<b>Planned Internship Date</b>	
<b>Planned Graduation Date</b>	
<b>Notes or Comments to ACS</b>	

Send completed forms (PDF) to ACS at [professionalyear@acs.org.au](mailto:professionalyear@acs.org.au).

This form must be submitted to ACS **within 10 days** of PYP Campus Transfer Approval. Additional fees may apply to the provider if this form is incomplete, submitted late, and/or impacts student progress or ACS course delivery. ACS will inform the provider directly of these fees following processing. Please contact the ACS PY Team with questions.