



Technical Education Development Institute (TEDI)  
Technical Electronics Centre  
RTO Code: 22300 CRICOS NUMBER: 03221G  
Level 5, 123 Lonsdale Street, Melbourne, Victoria - 3000  
Ph: 03 8725 2061, Website: [www.tedi.vic.edu.au](http://www.tedi.vic.edu.au)  
Email: [admissions@tedi.vic.edu.au](mailto:admissions@tedi.vic.edu.au)

## Release Request Form

Student Name: \_\_\_\_\_

Date of Birth: \_\_\_\_\_ Student ID TEDI: \_\_\_\_\_

Address: \_\_\_\_\_

Postcode: \_\_\_\_\_

Contact Phone Number: \_\_\_\_\_ Mobile: \_\_\_\_\_

Email Address: \_\_\_\_\_

Course Code and Name: \_\_\_\_\_

Course Start Date: \_\_\_\_\_ Last Class Attended On: \_\_\_\_\_

Release Effective From: \_\_\_\_\_

Please specify the reason for leaving True Education Pty Ltd Trading as Technical Education Development Institute, Technical Electronics Centre (hereby referred as TEDI):

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

### NOTE:

- Attach any relevant supporting documents to this form.
- Release Letter will be provided at no cost to the student if release is granted.
- Student is advised to contact the Department of Home Affairs (DHA) regarding any visa changes to the student visa.
- Letter of Release will be issued within 10 working days of submitting this form.
- Student is requested to refer to Refund Policy for any relevant refunds.

STUDENT SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

### FOR OFFICE USE ONLY:

Application Received By:		
Name:	Sign:	Date :
Accounts Department Approval:		
Name:	Sign:	Date :
Academic Department Approval:		
Name:	Sign:	Date :
Admin Department Approval:		
Name:	Sign:	Date:

True Education Pty Ltd Trading as

1. Technical Education Development Institute
2. Technical Electronics Centre

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