



COURSE DEFERMENT FORM

I, _____ I/D No: _____ have registered for

_____ Course at your school on _____
 (Course) (Date Of Registration)

Please allow me to transfer to _____ at your School.
 (intake)

Reason(s) for Deferment:

I am fully aware that I am required to pay an administrative fee of \$50.00 for the transfer and is subject to the Management's approval.

I also agree that I will fully bear any difference in the Course fees. I am also fully aware that any excess in Course fees will not be refunded by the School.

I will not hold the School liable for the deferment.

Amount of Course Fee Paid: S\$ _____

Receipt/Invoice No: _____

Signed: _____
 (Signature of Student)

Dated: _____

FOR OFFICE USE ONLY

New intake commencement date : _____

Amount Collected: S\$ _____ (Inclusive of Admin. Fee Of \$50.)

Receipt/Invoice No: _____

Verified By: _____
 (Name/Title/Date)

Approved By: _____
 (Name/Title/Date)

ACKNOWLEDGEMENT BY STUDENT OF COURSE DEFERMENT

I, _____ (Student Name) I/D No: _____ hereby
 acknowledge the Course deferment from _____ to _____
 (Date of intake) (Date of intake)

Signature Of Student: _____

Date: _____

JE is Committed to maintaining the Confidentiality of Student's personal particulars and undertakes not to divulge the information to any third party unless required by law or other statutory regulations.

Course Deferment Form Ver. 1.2/JE (Updated 04/11/2010)

