



Citipointe Christian College  
THE CHRISTIAN OUTREACH COLLEGE BRISBANE



Citipointe Christian College  
International

## Overseas Student Transfer Application

Overseas students wishing to transfer from our College will need to complete this Overseas Student Transfer Application and comply with the Overseas Students Transfer Policy. The completed form can be emailed to the Registrar at [enrolments@citipointe.qld.edu.au](mailto:enrolments@citipointe.qld.edu.au) or submitted by mail to:

Citipointe Christian College  
322, Wecker Road, Carindale  
QLD 4152  
c/o The Registrar

All the information fields in this form and any accompanying documents must be complete and submitted for student transfer assessment. Submission of incomplete information may delay the application process.

### Required Information

1. Name of applicant: \_\_\_\_\_

2. Date of Application: \_\_\_\_\_

3. Reason for transfer request:

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4. Parental approval for transfer request:

I, \_\_\_\_\_ (parent's name) give approval to my child \_\_\_\_\_ to apply  
for transfer to \_\_\_\_\_ (name of new school).

Parent's Signature (required): \_\_\_\_\_

5. Refund of Fees (if applicable)

I acknowledge that if 8 weeks notice of withdrawal is not given to Citipointe Christian College, the fees as per the Contract of Enrolment may be payable.

Refund of fees, if applicable, will be returned to the parent's bank account. Please provide account details:

i. Name of account holder: \_\_\_\_\_

ii. Account details (BSB / Account number): \_\_\_\_\_

iii. Swift code (if overseas account): \_\_\_\_\_

6. Letter of Offer from new school

7. Information on welfare arrangements / responsibilities with new school

8. Date of commencement of welfare responsibilities at the new school: \_\_\_\_\_