

AUTHORISED BREAK FROM STUDY

Please use this form if you're taking a break from your programme at the university.

Submit your completed form to your nearest **Student Support Centre:**

- Kedleston Road • Britannia Mill • Markeaton Street • Buxton • Chesterfield

Student No: _____

This change may have financial implications.

Name: _____

For further details of how this may affect you please contact the Student Records and Fees team:

Date of Birth: _____

studentrecordsandfees@derby.ac.uk

Programme Title: _____

01332 591063

Programme Code: _____

Date of Break From Study: _____

International Students (Non EEA Nationals)

Date of Return To Study:* _____

Please note that signing this form could impact on your right to remain as a student in the UK. Please contact the International Student Centre regarding visa implications:

Reason

- Health
- Financial
- Gone into employment
- Programme issues
- Accommodation issues
- Personal
- Other _____

visa@derby.ac.uk 01332 591616

***Date of Return To Study**

This should not be more than 1 year in the future. Your return date can be reviewed with your programme leader towards the end of the initial period if an extension is required.

Academic Approval	Name	Signature	Date
Programme Leader			

Comments: _____

Student Liaison Officer Review	Name	Signature	Date	RMS
Student Liaison Officer				

Comments: _____

Student Signature: _____	Date: _____
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<u>Student Records & Fees Action</u>		
Peoplesoft:	Tuition Fees:	HEI Portal: