



## Appointment request form

For questions about

- Accommodation
- Course and class information
- Course extensions and course prices

You will need to make an appointment. Please fill out this form and someone will call you to give you a time.

For payments, Admission department will be open from 0230pm to 0430pm, Monday-Thursday and Friday morning from 10am to 01pm only. (no appointments required).

**There will be no appointments on the same day.**

Today's Date: \_\_\_\_\_

Student's Name: \_\_\_\_\_

Student's ID no: \_\_\_\_\_

Student's email address: \_\_\_\_\_

Which department would you like to speak to: (please circle the relevant department)

1/Admissions & Marketing

2/ Accommodation

What is your question/problem?

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Appointment date and time requested:

Received by Student Services: