

Surrender of approval

This form is to be used by Student Exchange Organisations (SEOs) approved in Queensland, to surrender its approval.

Please return the completed form to InternationalRegistration@ged.qld.gov.au.

If you have any questions, please contact the International Quality Schools Unit either via phone on 07 3513 6748 or via email at the above address.

Student exchange organisation (SEO) details

Name of student exchange organisation	
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Surrender of approval

Reason for surrender					
Date the approval is to cease					
<p>Will all students have completed their exchange program and returned to their home country on the date this approval is to cease?</p> <p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>If NO, specify the number of students who will still be undertaking an exchange program:</p> <table border="1"> <tr> <td>Number of inbound students</td> <td></td> </tr> <tr> <td>Number of outbound students</td> <td></td> </tr> </table> <p><i>Please complete the information on page 2 to provide details all affected students.</i></p>		Number of inbound students		Number of outbound students	
Number of inbound students					
Number of outbound students					



Details of affected inbound students

AASES number	Family Name	Given Name	Date of Birth	Student contact number	Name of SEO assuming responsibility

Details of affected outbound students

Family Name	Given Name	Date of Birth	Destination Country	Student contact number	Name of SEO assuming responsibility

SEO declaration

By signing the declaration, the PEO identified below confirms:

- the parents of all affected students have been advised and have agreed to the alternative arrangements that have been made by the SEO, and
- the information provided in this application is, to the best of their knowledge, true and correct.

Full name			
Position			
Signature		Date	

Privacy notice:

The International Quality (Schools) Unit collects 'personal information' within the meaning of the Queensland Government [Information Privacy Act 2009](#), which deals with the collection and handling of such information by government agencies.

Information collected on this form is in accordance with the [Education \(Overseas Students\) Act 2018](#) (Qld) to action your request to surrender your approval.

Personal information is collected and used to:

- process this application
- ask further questions or request further information
- enable the International Quality (Schools) Unit to make decisions under the [Education \(Overseas Students\) Act 2018](#) (Qld)

The type of personal information collected may include:

- personal details, including name, postal address, phone number, email
- enquiries or complaints

Personal information may be disclosed to third party entities if applicable. Examples of these entities are:

- The Queensland Minister for Education
- The Director-General (or delegate) and other relevant areas within the Queensland Department of Education
- The Australian Government's Department of Home Affairs
- International Quality (Schools) Unit staff administering and processing applications and approval amendments

Certain information collected may also be published under the Open Data (data.qld.gov.au) if suitable for release. In other instances, information collected can be disclosed without further consent where authorised or required by law.