



Student Interview Request Form

Student Details						
Student ID		Gender				
Student Name		Date of Birth				
Information in Australia						
Address						
Contact No:		Email				
Course Enrolled		Intake Date				
Interview appointment detail						
Preferred Date						
Reasons for the interview with APEI staff members						
For Office Use Only						
Received by:	(APEI Officer's Signature)	Date				
Followed by:	(APEI Officer's Signature)	Date				
Confirmation of the appointment		Yes	No			
Was the student notified of the outcome by letter or e-mail?		Yes	No			
Were the documents put in the file of the student?		Yes	No			
Recorded leave on the Institute database?		Yes	No			
Student Signature & Date						
Comments:						



**AUSTRALIAN
PROFESSIONAL
EDUCATION
INSTITUTE**

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trading as Australian Professional Education Institute

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Interview Form (Office Use Only)

Interview Records		
Interview Outcome/Action		
Follow-up status		
Student's Signature: _____ Date: _____		
Was the student notified of the outcome by letter or e-mail?	Yes	No
Recorded interview records and outcome on the Institute database?	Yes	No
Copy kept in the student's file?	Yes	No
Authorised Officer Print Name		
Authorised Officer Signature and Date		