



Withdraw a New or Re-Registration Application

Use this guide to withdraw an in progress new or re-registration application.

Before you get started

- Make sure you are logged in to the new **NDIS Commission Portal** using **myID**. You will need access permissions as a **Provider Registration Applicant** or as a **Registrant** to withdraw registration applications. If you haven't yet logged in, follow the instructions on [Registered Providers Portal Login page](#).
- At any step, if you do not have all the information available, you can use the **Save as draft** feature at the bottom of each page and come back to your drafts later to complete the lodgement.

Step 1: Select the application

1. Select the **My applications** tab from the home page.
2. Go to the **Applications** section.
3. Click the **Application ID** for the application you want to withdraw.

My applications

Provider registration application



Manage applications

Applications Request For Information

Q Search

Application ID	Legal Name	Status	Last Updated	Expiry Date
BLA-0000002768		Draft	10/09/2026	09/03/2027
BLA-0000002770		Draft	10/09/2026	09/03/2027

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Step 2: Withdraw the application

1. Click **Withdraw application**.

Application details

Application reference number
BLA-0000002770

Withdraw application

Download scope of audit

Nominate an auditor

Status: Draft Type: New Registration Business name: Mr Ashkan Karimi ABN: 84655070228

Application Details Provider Details Workforce Service Locations Audit Details Attachments

Application reference number BLA-0000002770	Application type New Registration
Submitted date 10/09/2026	Submitted by Patsy Provider
Date created 10/09/2026	Created by Patsy Provider
Auditor Pending nomination	Decision Not yet submitted
Status Draft	Sub-Status Auditor engagement required

2. Choose the **reason** for withdrawing from the menu:

- Error
- Failed audit
- Exit the market
- Financial viability
- Financial burden
- Regulatory admin
- Change of entity type

- Other

If you choose **Other**: Type your reason in the **Withdrawn reason - other** box.

3. Click **Confirm**.

Confirm withdraw application

By confirming:

- this application will be withdrawn and it will not be assessed by the NDIS Commission.
- the Applicant won't be able to make any further changes to the application.

Contact the NDIS Commission if you change your mind and need to reactivate this application.

Do you want to continue?

*** Withdrawn reason**

Change of entity type

Cancel Confirm