

Student Change of Personal Details Form

Student Number		Date of Request	
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Name, address and date of Birth (Currently recorded)	
Full Name	
Address	
Date of Birth	

New or Correct Name, address and date of Birth			
Title		Family Name	
Given Name		Middle name	
Address			
Phone Contact		Email Address:	
Date of Birth			

Order of formal Name (as it will appear on your Certificate)	
Formal Name	

Documents Required (email or post or in person)		
Documentary evidence is required to confirm your details. Change of name - two forms of evidence are required from lists below (one from each list is required.) Change of date of birth - one form of evidence is required from list below. Change of address one form of evidence from the list below. All copies submitted must be certified.		
Change of Name (Primary) -Citizenship Papers -Birth Certificate (or Extract) -Passport -Registered Deed Poll	(Secondary) -Medicare Card -Valid Driver's Licence -National Identification Card -Official Marriage Certificate or Divorce Decree	Change of Date of Birth - Official Birth Certificate (or extract) - Passport Change of Address - Rental Agreement - Utilities Bill or agreement letter

Declaration

I have read and understood the requirements of this application form. I certify that all information, including supporting documentation and certificates, is correct

Student Signature		Date	
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Application forms not signed by the Student will not be accepted