

Student Change of Contact Details Form

<p>If any of your contact details change, please tick the change and update the new as It is mandatory to update any change of your contact details to the ITI within the 15 days of change.</p>			
<p><u>Confidentiality:</u> The RTO upholds the Commonwealth Privacy Act. You can be certain that all your personal details will remain confidential unless you specify otherwise. Information recorded on this form may not be released to external bodies in accordance with ITI's policy.</p>			
Student Name			
USI			
Date of Birth		Student ID	
<p>Current Address (Please note, all correspondence will be sent to this address)</p>			
Number and Street			
Suburb/Town			
State		Postcode	
Telephone		Mobile	
Email Address			
<p>New Address (Please note, all correspondence will be sent to this address)</p>			
Number and Street			
Suburb/Town			
State		Postcode	
Telephone		Mobile	
Email Address			
<p>Emergency Contact - Australia Details (Please note that this person will be contacted if we fail to contact you)</p>			
Contact Name			
Number and Street			
Suburb/Town			
State		Postcode	
Telephone		Mobile	
Email Address			
<p>Emergency Contact - Australia Details (Please note that this person will be contacted if we fail to contact you)</p>			
Contact Name			
Number and Street			
Suburb/Town			
State		Postcode	

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Telephone		Mobile	
Email Address			
Student's Signature		Date:	
For office use only			
Updated Student Management System	YES / NO	Updated PRISMS	YES / NO
Staff Name		Sign	Date