

Change of Details Form

Institute of Skills and Training Australia policy requires amendments to your name, title, date of birth must be done in person by submitting this form and supporting documents at the Institute of Skills and Training Australia Administration staff.

Institute of Skills and Training Australia collects your personal information in accordance with the Institute of Skills and Training Australia Privacy Policy available on the Institute of Skills and Training Australia website.

Change of name, title, date of birth – you must supply original or certified copies of documentary evidence when submitting this form (passport, birth certificate, marriage certificate, deed poll)

It is **your responsibility** as a student to ensure that your personal details are accurate. Please write in BLOCK LETTERS using a black or blue pen.

Current Details:

Student ID:

Title:

Given Name:

Family Name:

Address:

Email:

Contact Number:

Date of Birth:

Change of Details: *Update which applies to you below*

Address:

Phone Number:

Email:

Emergency Contact:

Declaration:

I declare the details provided to be true and correct and I have read the privacy information below.

X

Student Signature

Date: