



Changes to Student Details Form

About this form

This form is to be utilised for Updating Student Personal Details. To ensure compliance with Standard 6 of the National Code 2018 and Clause 1.7 of SRTO 2015 to provide best student support services, it is AuSC responsibility to provide updated information regarding their qualification and college operations at all time. AuSC requires student to update their personal details for any change in the information given in this form within 5 working days of changes.

If student need to make changes to their personal details such as name, date of birth, gender, address, phone numbers or visa details, they need to provide certified copies of documentary evidence when submitting this form. Evidence may include but not limited to passport, birth certificate (not extract), marriage certificate, lease document or utility bill, current driving licence or immi card, visa copy etc.

Applicant is required to fill this form and submit this form to the Student Support Officer with supporting documents.

Student details

Full Name _____

Date of Birth _____

Gender Male Female Unspecified

Student Id _____

Email _____

Phone _____

Address _____

Student request changes in:

Change in Name	First and Last Name			
Change in Date of Birth	Updated Date of Birth			
Change in Gender	<input type="checkbox"/> Male <input type="checkbox"/> Female <input type="checkbox"/> Unspecified			
Visa Details	Visa Subclass		Date of Issue	
	Visa Number		Date of Expiry	
Change in Email ID	New Email ID			
Change in Residential Address	New Residential Address			



	Change in Contact Number (Phone / Mobile)	New Contact Number (Phone / Mobile)	
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Student Declaration

- a) I declare that the information supplied by me to support my application is correct and complete.
- b) I agree to be bound by the applicable standards of conduct, statutes, regulations, policies and procedures of AuSC.

Student Name	
Student Signature	
Date	

For Office Use Only

Application processed by
Documents Submitted
Updated PRISM
Updated Axcelerate

Yes	No	N/A	
Yes	No		
Yes	No		

Privacy Notice

The information you provide on this form is collected and held by Australian Sovereign College for administrative purposes and activities associated with your enrolment. AuSC will not disclose your personal information without your consent and without due cause, except as required by law, Government regulations or for the normal operational activities of the College.