



Change of Personal Details Form

TICK THE RELEVANT BOX TO CONFIRM YOUR CHANGE REQUEST AND CHECK THE REQUIRED DOCUMENTATION

- Update your legal name after an official change** (*Photo ID in former name and proof of name change required*)
- Address Change** (*Valid address proof required*)
- Update contact details** (*No additional documentation required*)

Student ID		Date of Birth	
Course Name			
FORMER/INCORRECT NAME DETAILS			
First Name			
Family Name			
CURRENT NAME DETAILS/ NEW NAME			
First Name			
Middle Name			
Family Name			
YOUR FORMER ADDRESS DETAILS			
Address	Number and Street Name:		
	Suburb:		
	State:	Postcode:	
FORMER CONTACT DETAILS			
Contact Details	Phone: ()	Mobile:	
	Email:		
YOUR CURRENT ADDRESS DETAILS			
Date Effective			
Address	Number and Street Name:		
	Suburb:		
	State:	Postcode:	
YOUR CURRENT CONTACT DETAILS			
Contact Details	Email:	Mobile:	

By submitting this form, I declare that I have provided the required documents and authorise Chelsea staff to update my details.

Student Signature:		Date(dd/mm/yyyy):
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