

# Student Change of Contact Details Form

- If any of your contact details change, please update the new details next to it in the space provided.
- It is mandatory to update any change of your contact details to the college within the 7 days of change.

## Confidentiality Clause:

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 PAX Institute's policy.

<b>Student Name</b>			
<b>Date of Birth</b>		<b>Student ID</b>	

## NEW ADDRESS

(Please note, all correspondence will be sent to this address & email id)

<b>Number and Street</b>			
<b>Suburb/Town</b>			
<b>State</b>		<b>Postcode</b>	
<b>Telephone</b>		<b>Mobile</b>	
<b>Email Address</b>			

## Emergency Contact Details

(Please note that this person will be contacted if we fail to make contact with you)

<b>Contact Name</b>			
<b>Number and Street</b>			
<b>Suburb/Town</b>			
<b>State</b>		<b>Postcode</b>	
<b>Telephone</b>		<b>Mobile</b>	
<b>Email Address</b>			
<b>Student's Signature</b>		<b>Date:</b>	

## For office use only

<b>Updated on WISENET</b>	<b>Staff Name:</b>	<b>Updated on PRISMS</b>	<b>Staff Name:</b>
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