



Institute of Technology

Form UTF41 – Change of Personal Details & Learning Needs Form

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.

STUDENT ID

YOUR CURRENT DETAILS:

Title: _____ Family name: _____ Given name(s): _____

Date of birth: / / 20 Gender: ☐ M ☐ F ☐ Other-----

CHANGE OF NAME, TITLE, DATE OF BIRTH OR GENDER?

Title: _____ Family name: _____ Given name(s): _____

Date of birth: / / 20 Gender: ☐ M ☐ F ☐ Other-----

CHANGE OF ADDRESS? ☐ YES ☐ NO

PLEASE INDICATE ADDRESS TYPE(S): ☐ MAILING ☐ HOME

Unit/Appartment number: _____ Street number _____

Street name: _____ Suburb: _____

State: _____ Postcode _____ Country _____

CHANGE OF PHONE NUMBER OR EMERGENCY CONTACT? ☐ YES ☐ NO

Home phone: _____ Mobile phone: _____

Emergency contact name: _____ Emergency contact phone: _____

CHANGE OF SPECIAL LEARNING NEEDS? ☐ YES, Please describe your support needs ☐ NO

I declare the details provided to be true and correct and I have read the UTP38 - Privacy Policy.

OFFICE USE ONLY

Name of staff received by: _____ DATE: / /20

Update on Student Management System by _____ DATE: / /20