



NOTIFICATION OF CHANGE OF PERSONAL DETAILS

To update your contact details with the Institute, students can submit this form to Student Services. Please only complete the Personal Details that have changed and leave all other fields blank. You should ensure your mail is forwarded to your new address. It is your responsibility to ensure the Institute has your most current details within 7 days of any change. For details on how we protect the privacy of your personal details and who we may be required to share your personal information with, please see our Management of Personal Information Policy and associated Procedure online at [www.aih.nsw.edu.au]

USE BLOCK LETTERS WHEN COMPLETING THIS FORM AND PLEASE KEEP A COPY.

PERSONAL DETAILS

Title: Mr Ms Other (please specify)	
Family name:	
First name(s):	Male Female
Date of birth (dd/mm/yy):	
Student ID:	
Phone (home/mobile):	
Email:	
Program:	Date:

EMERGENCY CONTACT DETAILS

Family name:	
First name(s):	Male Female
Telephone:	
Email:	
Full address:	
City:	
Post code:	
Country:	

CURRENT ADDRESS

I hereby give notice to AIH that I would like to change my address details

Full address:	
City:	Post code:
Country:	

NAME CHANGE

Supporting documentation must be attached.

Old name:
New name:

NEW ADDRESS

Full address:	
City:	Post code:
Country:	
Please tick: Homestay Hosted Independent Rental	
Signature	Date

STUDENT DECLARATION

I declare that the information I have provided on this form is true and correct.	
Signature:	Date:

Privacy: We recommend that you read the AIH's Management of Personal Information Policy and associated Procedure published on our website [www.aih.nsw.edu.au]

Return this form to:

Australian Institute of Higher Education P/L

Level 3, 545 Kent St, Sydney NSW 2000

Phone +(612) 9020 8050, Fax +(612) 8004 9286, Email: [studentservices@aih.nsw.edu.au]

OFFICE USE ONLY

Authorised representative:	Authorised representative signature:	Date:
Authorised representative position:		
Admissions notified:	Diary Note and Form in Student Management System:	

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