



STUDENT DETAILS UPDATE

In order to keep our student data as accurate as possible to ensure we meet our duty of care please complete the following form to show any changes to details.

STUDENT NAME

CHANGE TO STUDENT ADDRESS DETAILS*

Principal place of residence address

Address line 1					
Address line 2					
Suburb/town		State		Postcode	
Mailing address (if it is the same as principal place of residence, write 'AS ABOVE')					
Address line 1					
Address line 2					
Suburb/town		State		Postcode	
Who else resides at this address?					

CHANGE TO EXISTING PARENT DETAILS /ADDITION OF NEW PARENT/CARER

Family name*			Given names*		
Title	Mr Miss	Mrs Dr	Ms	Gender	Male Female
Relationship to prospective student*					
Is the parent/carer an emergency contact?*	Yes No				
1 st Phone contact number*	Work/home/mobile		2 nd Phone contact number*	Work/home/mobile	
Email					
Occupation			Employer name		
Parent/Carer Residential Address			Does the Parent/Carer reside with the student?	Yes No	
Address line 1					
Address line 2					
Suburb/town					
State			Postcode		
Parent/Carer Mailing address (if it is the same as principal place of residence, write 'AS ABOVE')					
Address line 1					
Address line 2					
Suburb/town					
State			Postcode		
Country of birth					
Is the parent/carer an Australian citizen?	Yes No		Is the parent/carer a permanent resident of Australia?	Yes No	

Parent/Carer Signature: _____

Date: _____

PARENT/CARER DETAILS (Cont'd)

Does parent/carer speak a language other than English at home? (If more than one language, indicate the one that is spoken most often)	No, English only Yes, other – please specify	Needs interpreter?	Yes No
What is the occupation group of the parent/carer?	(Please select the parental occupation group from the list provided at the end of this form. If parent/carer 1 is not currently in paid work but has had a job in the last 12 months or has retired in the last 12 months, please use the last occupation. If parent/carer 1 has not been in paid work in the last 12 months, enter '8')		
Parent/carer school education	What is the <i>highest</i> year of schooling parent/carer 1 has completed? (For people who have never attended school, mark 'Year 9 or equivalent or below')		
Year 9 or equivalent or below	☐		
Year 10 or equivalent	☐		
Year 11 or equivalent	☐		
Year 12 or equivalent	☐		
Parent/carer non-school education	What is the level of the <i>highest</i> qualification parent/carer1 has completed?		
Certificate I to IV (including trade certificate)	☐		
Advanced Diploma/Diploma	☐		
Bachelor degree or above	☐		
No non-school qualification	☐		

CHANGE TO EMERGENCY CONTACT DETAILS (Other emergency contact details if parents/carers listed previously are not emergency contacts or cannot be contacted. At least one emergency contact must be provided)*

	Emergency contact	Emergency contact
Name		
Relationship (e.g. aunt)		
1 st phone contact number*	Work/home/mobile	Work/home/mobile
2 nd phone contact number*	Work/home/mobile	Work/home/mobile
3 rd phone contact number*	Work/home/mobile	Work/home/mobile

Parent/Carer Signature: _____

Date: _____