



Student ID Number

Details as Currently Displayed on Record

Title Mr/Mrs/Ms/Dr/Prof

Family Name

Given Name/s

Date of Birth ^D ^D / ^M ^M / ^Y ^Y ^Y ^Y

Correction of Date of Birth (Can only be changed if proof is attached - see below)

Correct Date of Birth ^D ^D / ^M ^M / ^Y ^Y ^Y ^Y

Change of Name Request

New Name Details (Can only be changed if proof is attached - see below)

Title Mr/Mrs/Ms/Dr/Prof

Family Name

Given Name/s

Signature using previous name _____

Signature using new name _____ Date ____ / ____ / ____

Acceptable forms of proof for change of name include certified copies of:

- Birth Certificate
- Marriage Certificate
- Divorce Decree
- Passport
- Change of Name Decree

A name change cannot be changed retroactively. For example, if you were awarded a BA in 1988 as Joan Smith, your name change will not affect that degree or award. Name change is effective only for current enrolment. The completed form and supporting documents must be returned to the Student Service Centre at your home campus.

For Office Use Only		
Date Received (Stamp)	Date Processed	Initials
____ / ____ / ____	Callista _____	_____
	File/Bed _____	_____
	ID Card _____	_____