

PERSONAL DETAILS AMENDMENT

Amendments to your name, title, date of birth and gender must be submitted in person. Complete this form, attach supporting documents and submit at your nearest VUHQ.
Offshore Students must submit this form at your site of study.

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1. PERSONAL DETAILS

TITLE: _____ GENDER: FEMALE MALE GENDER X UNSPECIFIED

STUDENT ID: _____ DATE OF BIRTH: _____

FAMILY NAME (AS SHOWN IN PASSPORT): _____

GIVEN NAME(S): _____

EMAIL ADDRESS: _____

CONTACT PHONE NUMBER: _____

CHANGE OF NAME, TITLE, DATE OF BIRTH OR GENDER — you must supply original or certified copies of documentary evidence when submitting this form (passport, birth certificate (not extract) marriage certificate, deed poll, immicard).

It is YOUR RESPONSIBILITY to ensure your personal details are accurate and up to date.

2. CHANGE OF PERSONAL DETAILS

TITLE: _____ GENDER: FEMALE MALE GENDER X UNSPECIFIED

FAMILY NAME: _____

GIVEN NAME(S): _____

OTHER NAME(S): _____

DATE OF BIRTH: _____ CONTACT PHONE NUMBER: _____

DETAILS CONFIRMED VIA: MYGOV USI

3. CHANGE OF CONTACT DETAILS

ADDRESS TYPE(S): MAILING SEMESTER HOME ALL

NUMBER AND STREET: _____

STATE: _____ POSTCODE: _____ COUNTRY: _____

PHONE: _____

4. CHANGE OF PHONE NUMBER OR EMERGENCY CONTACT

EMERGENCY CONTACT NAME: _____

EMERGENCY CONTACT PHONE: _____ RELATIONSHIP: _____

5. SIGNATURE

I, _____,

certify that the information provided is true and correct, and that I have attached all required documentation.

STUDENT SIGNATURE:

DATE:

OFFICE USE ONLY	PROCESSED BY:	
	DEPARTMENT:	
	SIGNATURE:	DATE:

PRIVACY STATEMENT

Victoria University (VU) values your privacy and is committed to handling your personal information in accordance with the Privacy and Data Protection Act 2014 (Vic) and other applicable privacy legislation. The personal information collected on this form will be used primarily for the purposes of assessing and processing this application. VU may also use and disclose your personal information to verify the information provided by you, to comply with government and other reporting requirements and/or to carry out associated activities connected with this application. Your personal information may also be disclosed to Commonwealth and State agencies such as the Department of Education and Training and the Department of Home Affairs in accordance with VU's obligations under the Education Services for Overseas Students Act 2000 (Cth) (**ESOS Act**), the National Code of Practice for Providers of Education and Training to Overseas Students 2018 (**National Code**) and other applicable legislation. Your personal information will not otherwise be used or disclosed without your consent, unless permitted by law. By completing and submitting this application, you agree to VU collecting, using and disclosing your personal information as described above and in accordance with VU's Privacy Policy and Student Information Privacy Collection Statement (which provides further detail about the types of personal information VU may collect from you and how it is managed) available on the Privacy page on our website vu.edu.au/privacy

You have a right to access your personal information held by VU. If you have any questions regarding privacy, please refer to the [Privacy page](#) on our website, our frequently asked questions at [ASKVU](#) or phone us on 9919 6100 or 1300 VIC UNI (or 1300 842 864).

PRIVACY INFORMATION:

We collect and protect your personal information in accordance with our Privacy Policy vu.edu.au/privacy

If you have any questions, you can access **ASKVU**,
speak to us via live chat or call us on **+61 3 9919 6100**.

Our VUHQs are located at the following campuses:

City King	St Albans	Footscray Park	Sunshine
City Flinders	Werribee	Footscray Nicholson	