



Change in Personal Details Form

(Please complete the form only where changes have occurred)

Please select the applicable Registered Training Organisation

Everthought College of Construction (RTO Code: 51681 CRICOS Code: 02898C) Everthought Education (RTO Code: 32438)

| | | | |
|----------------|--|----------------|--|
| Student Name | | Date Of Birth | |
| Student Number | | Date Of Change | |

Please record any changes to your student details below

| | | |
|-------------------------|---|-----------|
| Address | | |
| | Suburb: | Postcode: |
| Phone | | |
| Email | | |
| Emergency Contact Name | | |
| Emergency Contact Phone | | |
| Relationship to Student | | |
| Agent Name | | |
| Agent Contact Number | | |
| USI Number | If you do not have one or forgot, please go to www.usi.gov.au to find/create one. | |
| Other Changes | | |
| | | |

Student Declaration

I declare the information I have provide in the form is true and correct

| | |
|--------------------|-------|
| Student Signature: | Date: |
|--------------------|-------|

Office Use Only

Receiving Officer Details

| | | | |
|---|---|----------|-----------|
| Name | | Position | |
| Signature | | Date | |
| Where applicable has the following been actioned? | | Date | Signature |
| Student management system updated | <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A | | |
| PRISMS updated | <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A | | |