



## STUDENT CHANGE OF DETAILS FORM

As an international student, you have a duty to notify Signature Training College of any change in your address, personal situation or any problems as soon as possible.

It is also suggested that you update your contact details with the college at least every six months. We are required to advise the Department of Home Affairs of all changes to your details as part of our responsibilities as an education provider for overseas students. It is your responsibility to keep us informed by filling up this form so that we can maintain up to date information about our students.

Please forward this completed form at <a href="mailto:admissions@stc.edu.au">admissions@stc.edu.au</a> or hand it to our staff at reception.			
<b>Student Name</b>			<b>Student ID</b>
<b>Date of Change</b>			<b>Mobile Number</b>
<b>New Email Address</b>			
<b>New Residential Address</b>			
<b>New Postal Address</b>			
<b>New Telephone Number</b>	Home		
	Work		
	Mobile		
<b>New Passport Details (Please submit the copy of the new passport)</b>	Passport Number		
	Date of Issue		
	Date of Expiry		
<b>Other changes</b>			
<b>Student Signature</b>			<b>Date Submitted</b>
RTO USE ONLY			
Received by:	Signature:	Date Received:	
<input type="checkbox"/> VETtrak updated	<input type="checkbox"/> Documents filed/uploaded	<input type="checkbox"/> Email sent to the student	

**Parramatta Campus**

📍 Suite 1, 191 Church Street Parramatta NSW 2150

**Camellia Campus**

📍 Suite 2C L1, 1C Grand Avenue Camellia NSW 2142

**International Students**

✉️ [info@stc.edu.au](mailto:info@stc.edu.au)

☎️ 1-800-STC-EDU (1800-782-338)  
(02) 8806 3939 | +61 466 666 913

**Domestic Students**

✉️ [info@signaturetraining.edu.au](mailto:info@signaturetraining.edu.au)

☎️ (02) 8896 2036 | +61 452 232 813  
+61 460 003 311