Request to Change Personal Details

MACQUARIE University

Student ID Number [ ] [ ] [ ] [ ] [ ] Date [ ] [ ] [ ]

Instructions:
Certified copies* of documentary evidence must be supplied. Documentary evidence accepted includes a current Passport, and Birth, Marriage or Change of Name Certificate from the Registry of Births, Deaths & Marriages.

Please submit this form either in person or by mail to: Student Connect
Level 2 MUSE C7A, Macquarie University NSW 2109

Change relates to: (please tick) Title [ ] Name [ ] Date of Birth [ ] Gender [ ]

Current (Incorrect) Details

Title: (Mr/Ms/Miss/Dr etc) __________________________ Family Name __________________________

First Name __________________________ Other Names __________________________

Date of Birth DD / MM / YYYY

New (Correct) Details

Title: (Mr/Ms/Miss/Dr etc) __________________________ Family Name __________________________

First Name __________________________ Other Names __________________________

Date of Birth DD / MM / YYYY

Gender Recorded Incorrectly - Correct Gender is: (please circle) Male Female Other

Former Signature __________________________ Date __________________________

Current Signature __________________________

* A certified copy is a copy of an original document that has been verified as being a true copy after the original document has been sighted by an authorised person.