**Centre for Pavement Engineering Education (CPEE)**

**Change of Details Form**

## Before you start

This form is to be used by students who wish to change or update contact or personal details previously provided on their Application Form.

Please note - where a change of name is notified, an original certified copy of legal documentation must be attached (e.g. Marriage Certificate).

If you have any queries regarding this, please contact CPEE directly at [enrolments@pavementeducation.edu.au](mailto:enrolments@pavementeducation.edu.au).

|  |  |
| --- | --- |
| Section 1 – Student Current Details | |
| **Please complete this section using the details we currently hold for you** | |
| Student ID: | Enter Student ID |
| Title: | Choose an item |
| Family Name: | Last Name |
| First Given Name: | First Name |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Section 2 – Type of Change** | | | |  |
| **Select the type of change** | | | | |
| **Legal Name** | | **Postal Address** | **Contact Method** | **Employer** |
| **Other** | Enter Other Reason(s) | | | |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Section 3 – Student Updated Details | | | | |
| **Please complete this section with your new details (you only need to complete sections which have changed)** | | | | |
| Title: | Choose an item. | | | |
| Family Name: | Last Name | | | |
| First Given Name: | First Name | | | |
| **Contact** |  | | | |
| Email: | Primary Email | | | |
| Mobile No: | Mobile | | Home No: | Home Number |
| Postal Address: | Postal Address | | |  |
| City: | City | | State: | State |
| Postcode: | Post Code | Country: | Country | |
| **Employment** |  | | |  |
| Employer: | Employer | | | |
| Position: | Position | | | |
| Work Phone: | Phone Work | | |  |

|  |  |  |
| --- | --- | --- |
| Section 4 - Authorisation |  |  |
| **Authorisation** |  |  |
| I certify that all the details of this Change of Details Form are true and correct and authorise the changes to be made to the details CPEE holds for me. |  |  |
|  | **Previous Signature** | **New Signature** |
|  | Print Name | Click here to enter a date. |
|  | **Printed Name** | Date |
|  |  |  |

Please return this completed form to:

**Email**: [enrolments@pavementeducation.edu.au](mailto:enrolments@pavementeducation.edu.au)

Or  
**Mail to**: Enrolments at CPEE, Suite 6, 935 Station Street, Box Hill North VIC 3129

**Tel**:  (03) 9890 5155 (international prefix + 61)