

Change of personal details form

Please complete student/family details below (as per original documents) save and email to enrolments@brisbanesde.eq.edu.au.

| Original student/family details | | | |
|---------------------------------|--|---------------------------|--|
| Student surname | | Student given name/s | |
| Date of birth | | Year level | |
| Parent/Carer surname | | Parent/Carer given name/s | |

Supporting documentation (change of name certificate, birth certificate etc.) must be attached if changing any of the above details. These details cannot be changed without sufficient documentation as the enrolment form is a legal document.

Please update the following **changes** to student/family details below.

Note: Only complete the sections where original information has changed.

| Updated student/family and contact details | | | |
|--|--|---------------------------|--|
| Student surname | | Student given name/s | |
| Parent/Carer surname | | Parent/Carer given name/s | |
| Home address | | | |
| City/town | | Postcode | |
| Contact phone | | Work phone | |
| Parent/Carer email | | | |

Emergency contacts

| Name | Relationship to student | Contact number |
|------|-------------------------|----------------|
| | | |
| | | |

| Information supplied by | | | |
|-------------------------|--|-------------------------|--|
| Name | | Relationship to student | |
| Signature | | Date | |

| BrisbaneSDE office use only | | | |
|-----------------------------|--|----------------------------|------------------------|
| Date received | | OneSchool database updated | Eddie database updated |
| | | | SMS updated |