

# REQUEST FOR CHANGE

## TO ELECTRONIC CONFIRMATION OF ENROLMENT (ECOЕ)



Division of Registrar and Student Services, Pauline Griffin Building (11), Canberra ACT 0200 Australia  
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INSTRUCTIONS		
1. Student MUST complete sections 1, 2, 3 and 4 2. Student MUST return the form to the College, for completion of section 5 3. College MUST complete section 5 and send the form to the ESOS Compliance Officer for completion of section 6 4. Students will be sent their new ECOE by email. PLEASE PRINT ALL ANSWERS CLEARLY.		
1. PERSONAL DETAILS		
Family Name:	Given Name:	Uni ID Number:
Telephone (H) Fax:	Telephone (Mobile) Email Address	
Mailing Address (in Australia): State:                      Postcode:		
2. VISA DETAILS		
Country of birth	Country of citizenship	
Passport Number	Date of birth	VISA expiry date
3. REASON FOR CHANGE		
<input type="checkbox"/> I have changed my program New program number: New program name:	<b>COLLEGE USE ONLY</b> <input type="checkbox"/> Course Credit Staff Name..... Signature.....	
<input type="checkbox"/> My visa will expire before I finish my program. Reason:		
<input type="checkbox"/> I did not previously have an electronic Confirmation of Enrolment		
<input type="checkbox"/> I have completed my program more than one month prior to my visa expiry date		
4. STUDENT DECLARATION		
I certify that the information supplied by me on all parts of this form is complete and true.		
Signature ..... Date ...../...../.....		
5. COLLEGE APPROVAL (All sections to be completed by a Delegated Officer)		
<b>Prescribed Authority 1</b>		<b>Prescribed Authority 2</b>
Status Granted (if any) .....		Status Granted (if any) .....
Total units required for completion .....		Total units required for completion .....
Expected completion date ...../...../.....		Expected completion date ...../...../.....
Name: .....		Name: .....
Signature: ..... Date: ...../...../.....		Signature: ..... Date: ...../...../.....
6. INTERNATIONAL OFFICE APPROVAL		
New ECOE number .....		Compliance/Student Services .....
Signature: .....		Date: ...../...../.....