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CHANGE OF CONTACT DETAILS FORM

CHOOSE YOUR COLLEGE:

Melbourne Metropolitan College

□ Langford English College

Notification of Change of Contact Details

-Please provide your new details in the space provided.

-It is mandatory to update the college with any changes to your contact information within seven days of the change.

Confidentiality: To ensure compliance with the Commonwealth Privacy Act, Melbourne Metropolitan College (MMC) / / Langford English College adheres to strict confidentiality protocols. We guarantee that all personal information will remain confidential unless you specify otherwise. Please note that in accordance with MMC's // Langford English College's Privacy Policy, information recorded on this form will not be disclosed to any external entities.

Student Details

Student Name:				
Date of Birth:	/	/	Student ID:	

Student Contact Details

(Please note, all correspondence will be sent to this address & email)

Number and Street:		
Suburb/Town:	Town/City:	
State:	Postal/Zipcode:	
Mobile Number:	Email:	

Emergency Contact Details

(Please note that this person will be contacted if we fail to make contact with you)

Contact Name:				
Number and Street:				
Suburb/Town:	Т	Town/City:		
State:	I	Postal/ Zip code:		
Mobile Number:	I	Email:		
Student's Signature:	I	Date:	/	/

For Office Use Only

Update Axcelerate		Updated on PRISMS		
Staff Name:		Staff Name:		

Change of Contact Details Form

Melbourne Metropolitan College |RTO Code 40860 | CRICOS 03783F | www.langford.edu.au | enquiries@mmc.edu | Campuses: Melbourne, Adelaide, Alice Springs, Gold Coast Langford English College | RTO Code 40860 CRICOS Provider No 03783F | www.langford.edu.au | enquiries@langford.edu | Campuses: Melbourne, Gold Coast