



Change to Personal Details Form

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Students are to complete this form and submit to Melbourne Institute of Training and Education (MITE) if their personal details have changed.

Student details

First name:

Family name:

Address:

E-mail address:

Phone number:

Date of birth:

Student ID:

Course code & title:

Course start date:

Change of personal details:

New details

Phone:

E-mail:

Address:

Completed forms are to be submitted to admin@mite.edu.au or to the reception at Melbourne Institute of Training and Education (MITE) located at Suite 2.11, 111 Overton Road, Williams Landing, Victoria, Australia 3027.

TO BE COMPLETED BY STAFF ONLY

Student details on the Student Management System have been updated

Staff name:

Date:

Signature:

This form is to be placed in the student file when the processes are complete.