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| --- |
| **Study Details** |
| **TAFE SA ID #:** |       | **USI:** |       |
| **Program of Study:** |       |
| **Campus:** |       |
|  |
| **Previous Details** *(details being updated/changed)* |
| **Title:** [ ]  **Mr** [ ]  **Miss** [ ]  **Ms** [ ]  **Mrs** [ ]  **Mx** |  |
| **Gender:** [ ]  **Male/Man**  [ ]  **Female/Woman**  [ ]  **Non Binary** [ ]  **Different Term** [ ]  **Prefer not to answer** |
| **Given Name(s):** |        | **Date of Birth:**  |       |
| **Family Name:** |       | **Middle Name:** |       |
| **Address:** |       |
| **Suburb:** |       | **Postcode:** |       |
| **Home:** |       | **Work:** |       |
| **Mobile:** |       | **Email:** |       |
|  |
| **New Details Effective From \_**  **\_/\_**  **\_/\_**    **\_** |
| **Title:** [ ]  **Mr** [ ]  **Miss** [ ]  **Ms** [ ]  **Mrs** [ ]  **Mx** |  |  |
| **Gender:** [ ]  **Male/Man**  [ ]  **Female/Woman**  [ ]  **Non Binary** [ ]  **Different Term** [ ]  **Prefer not to answer** |
| **Given Name(s):** |        | **Date of Birth:**  |       |
| **Family Name:** |       | **Middle Name:** |       |
| **Preferred First Name**\***:**      \* You may choose to provide a *preferred first name*, which will be used for informal and non-official communications. This includes classroom interactions, learning management systems, email correspondence, and student-facing platforms. |
| **Address:**  |  |
| **Suburb:** |  | **Postcode:** |  |
| **Home:** |  | **Work:** |  |
| **Mobile:** |  | **Email:** |  |
|  |
| **NOTE: If you are advising of a change to legal name or gender please provide documentation as follows:*** Full evidence of identity in the current or former name (or an Australian Driver’s License or a SA Proof of Age card issued after 9 October 2006)

**AND one of the following:*** Birth certificate endorsed by an Australian Births, Deaths and Marriages registry
* Marriage certificate issued by an Australian Births, Deaths and Marriages registry
* Change of name certificate issued by an Australian Births, Deaths and Marriages registry
* Deed poll certificate issued by the Department of Human Services (or previously by the Lands Title Registration Office)
 |
| **Student Signature:** |       | **Date:** |       |
|  |
| **Complete this form and submit in person to local campus support staff or via email to** **engagementsup@tafesa.edu.au** |
| **TAFE SA STAFF USE ONLY** |
| **Student Details have been updated on SIS** | [ ]  |
| **A copy of the TAFESIS030 and supporting evidence has been loaded onto BDM** | [ ]  |
| **Original TAFESIS030 and supporting evidence has been confidentially destroyed (ie shredded)** | [ ]  |
| **Signature:** |       |