

# Student Personal Details Form

Information contained in this document is utilised in accordance with National Training College of Australia Privacy Policy

Please complete the following form in full and return.

If you have any questions, please contact the Student Support Officer

## Section 1 – Student Details

<b>Title:</b>	<input type="checkbox"/> Mr.	<input type="checkbox"/> Mrs.	<input type="checkbox"/> Ms.	<input type="checkbox"/> Miss	<input type="checkbox"/> Other:
<b>Surname:</b>					
<b>Given Names:</b>					
<b>Gender:</b>	<input type="checkbox"/> Male	<input type="checkbox"/> Female	<b>Date of Birth:</b>	/ /	
<b>Student USI</b>			<b>Student Number</b>		
<b>Qualification/s enrolled</b>	1) 2) 3)			<b>Year of commencement</b>	

## Section 2 – Contact Details

<b>Personal Contacts</b>					
Phone: (Home)			Mobile:		
Email:					
<b>Home Address:</b>					
Suburb:			State:		Postcode:
<b>Mailing Address:</b>					
Suburb:			State:		Postcode:
<b>Emergency Contact:</b>					
Name:			Relationship:		
Contact Tel:			Mobile No:		
Home address			PO Box		
Email address					

## Section 3 – Position / Job role

<b>Position Title:</b>						
<b>Industry</b>						
I declare that the information provided is true and correct. I am also aware that should any of my contact details change I am to advise SSO within seven (7) days. I am also aware that for every six months at National Training College of Australia I am required to have a interview with SSO to confirm all information is correct.						
<b>Signature:</b>				<b>Date:</b>	/ /	

## Student Support Officer Use Only

<b>Student information in Student Management System is correct:</b>	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<b>Date:</b>	/ /		<b>Initial:</b>	
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