

CORRECTION OF NAME

APPLICATION FORM

STUDENT NUMBER AND COURSE DETAILS

| | | | | | | | | | | | | | |
|----------------------|----------------------|----------------------|----------------------|----------------------|----------------------|----------------------|----------------------|--------------------------------|----------------------|----------------------|----------------------|----------------------|----------------------|
| Student ID: | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | | | | |
| Current Course Name: | | | | | | | Course Code: | <input type="text" value="C"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |

NEW NAME DETAILS

PREVIOUS NAME DETAILS

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|---|---|
| Family Name (new): | Family Name (previous): |
| Change of Title (e.g. Ms, Mr, Dr etc.): | Date of Birth: |
| Given Names (new): | Given Names (previous): |
| Sex: <input type="checkbox"/> Male <input type="checkbox"/> Female | Do you expect to graduate at the next ceremonies? |
| Reason for Name Change: <input type="checkbox"/> Marriage <input type="checkbox"/> Divorce <input type="checkbox"/> Deed Poll <input type="checkbox"/> Administrative Error | |
| Formal Name (full name as it will appear on my testamur): (you do not need to provide documents to prove the order of your name) | |

LODGING THE FORM

In Person:

By Mail:

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| Student Centres locations at http://www.uts.edu.au/students/centres.html | Records Student Administration Unit University of Technology, Sydney PO Box 123 BROADWAY NSW 2007 |
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ESSENTIAL INFORMATION

You must attach documentary proof of your change of name to this form (e.g. Marriage Certificate, Drivers Licence, Instrument Evidencing Name Change etc.) Only original documents or copies of documents CERTIFIED TO BE TRUE COPIES OF THE ORIGINAL by an appropriate authority will be accepted and FACSIMILE COPIES WILL NOT BE ACCEPTED. Documents can be certified at the Student Info & Admin Centre at Broadway or Kuring-gai. Please bring original documents and copies in order for them to be certified. After lodging this form, advise all staff in classes that you attend as well as subject co-ordinators of subjects you are currently taking or about to take. Refer to your new and former names in any correspondence and on exam scripts. For example Jones (formerly Smith) or Jones (nee Smith).

DECLARATION

I have read the Essential Information and declare that the information provided by me is correct and complete.

| | |
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| Signature: | Date: |
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STUDENT ADMIN USE ONLY

Received By:

Processed By: