



INTERNATIONAL STUDENT'S CONTACT DETAILS FORM

This form is to be completed when enrolling, or when your personal or contact details change. The information you provide is used to update your student file and academic record. **BOTH PAGES AND ALL SECTIONS OF THIS FORM MUST BE COMPLETED AND SIGNED WHERE INDICATED** (if a section is not applicable to you please write N/A in that section). Some changes e.g. change of marital status or name, will require supporting documentary evidence. **PLEASE HAND IN THE COMPLETED FORM AT ENROLMENT OR EMAIL** admissions@imc.vic.edu.au **within 7 days.**

Unique Student Identifier (USI) No.

APPLICATION ID No. (Located on your letter of offer)

STUDENT ID No.

Title

Mr Mrs Miss Ms Dr

Family name:

Gender: Male Female Other

Previous
family name:

Date of birth: | |

Given name:

Current Residential Address in Australia (required, must include postcode):

Number

Street Name

Town, City or Suburb

State, Territory, Province or County

Postcode/ Country

Permanent address in home country

Mobile number:

Personal Email Address:

Are you? Australian citizen New Zealand citizen Aboriginal Torres Strait Islander Other:

Nationality:

Passport No:

Visa Type
Student
Other

Visa Sub-class: 500 HEd VET ELICOS
Other

Visa Expiry Date: | | Date granted: | |

Are you currently in discussions with the Administrative Appeals Tribunal (AAT)?

YES

If yes, please provide details:

NO

OVERSEAS STUDENT HEALTH COVER (OSHC) (Your personal details may be submitted to Institute of Management and Computing OSHC provider for the purpose of membership registration and updates on the service they provide.)

OSHC Provider:

Expiry Date:

Membership number:

| |

Institute of Management and Computing Pty Ltd.

RTO No. 91615 | CRICOS Code: 04220M | ABN: 52 123 503 480

Address: Unit 1/61 Riggall Street, Broadmeadows, Melbourne, VIC, 3047, Australia

Phone: +61 391 913 448 | Email: info@imc.vic.edu.au | Website: www.imc.vic.edu.au

Contact Detail Form Version 2.0 | Last reviewed: Sep 2025 | Uncontrolled when printed

Are you aware of any illness/condition that may affect your studies (including pregnancy)? YES NO

Illness/condition details:

EMERGENCY CONTACT DETAILS (IN AUSTRALIA)

Family name: Given name:
Address: Mobile number:
Email:
Relationship to you Language/s Spoken

EMERGENCY CONTACT DETAILS (OVERSEAS)

Family name: Given name:
Address: Mobile number:
Email:
Relationship to you Language/s Spoken

STUDENT DECLARATION

- I declare that the information set out below and provided by me in this form is correct and complete:
- a. I confirm and understand that Institute of Management and Computing will communicate with me ONLY via my student email, and I agree to check my student email regularly.
 - b. I understand that Institute of Management and Computing will send letters to the current Australian address as advised by me.
 - c. I understand it is my responsibility to ensure that my enrolment is correct in all respects.
 - d. I understand it is my responsibility to advise Institute of Management and Computing of any changes to my personal and/or contact information.
 - e. I declare I have accepted the enrolment offer made to me by Institute of Management and Computing and that I have read and agreed to accept the terms and conditions of the Letter of Offer and Written Agreement, including the Refund Policy and the Privacy Statement.
 - f. I authorise Institute of Management and Computing to access the DHA's (Department of Home Affairs) Visa Entitlement Verification Online System (VEVO) to obtain information on my visa status.
 - g. I agree to inform Institute of Management and Computing within 7 days if any of my contact details change.
 - h. I understand the conditions of my Visa (Student Visa or other Visa).
 - i. I acknowledge that if my attendance is assessed as not being satisfactory course progress, in accordance with Institute of Management and Computing requirements, my enrolment as a student may be at risk.

Student's Signature Date:
D D | M M | Y Y Y Y

OFFICIAL USE ONLY
LAST UPDATED: (please update at every enrolment) - Institute of Management and Computing Staff Only

Trimester Updated	Date Updated	Updated by (Print Name)	Comments