

3. Cultural name variation for parchment only

Use this section if you are expecting to graduate and wish to change the way your name will appear on your graduation parchment for cultural reasons. Please note the relevant cut off dates for this request, after the cut-off date charges may apply. Check [key dates](#) for details.

Cultural variations include:

- changing the order of your names (eg: make family name first)
- adding accents or correct casing
- adding cultural variations such as Bin/Binte or S/O

Changes made in this section will not appear on your academic record or Australian Higher Education Graduation Statement (AHEGS).

I wish my name to appear as follows:

QUT will contact you if we are unable to accept your request

4. Change of mailing address

You are required to provide a reliable mailing address for University correspondence. If you are a current QUT student you can update your mailing address through the HiQ site without completing this form.

You may need to update your mailing address using this form if:

- you are a recent graduate of QUT
- you are under 18 years of age
- you are a graduating student whose documentation has been returned to QUT
- it is past the due date to update your mailing address via the HiQ site (e.g. graduation parchment)

New mailing address:

Street/PO Box No

Suburb/Town

State Country.....

Postcode

Telephone Number

Please tick if you also wish to change your Permanent Home Residence to this address (used for statistical purposes only).

5. Declaration

I declare that to the best of my knowledge the information supplied by me is true, correct and complete in every respect. I acknowledge that the submission of false, incorrect, incomplete or misleading information may result in cancellation of my enrolment or delays in processing, or that I may be subject to disciplinary action under the QUT Student Code of Conduct www.mopp.qut.edu.au/E/E_02_01.jsp and the procedures for management of student misconduct www.mopp.qut.edu.au/E/E_08_01.jsp. I acknowledge that I am subject to and must comply with any policies or procedures of the University governing my conduct as a student and academic matters affecting my studies.

I acknowledge that it is my responsibility to provide all necessary documentary evidence of qualifications or experience. I authorise QUT to verify such records through QualSearch or grant my consent for other educational institutions, admissions centres, government bodies or employers to disclose information about my qualifications and experience directly to QUT.

Student's signature Date/...../.....

Privacy

Details of QUT's practices regarding student information and privacy see www.qut.edu.au/privacy

If you are unable to access this form online, you may visit HiQ on campus, phone 07 3138 2000 or email askqut@qut.edu.au for this information.

Office use only – data entry

Student Centre: Updated by..... Date...../...../.....

Admissions: Updated by..... Date...../...../.....

TRIMmed to Ceremonies: By..... Date...../...../.....