

Change of Address / Contact Details / Advice on Special Needs

Personal Details

Curtin ID
 Family Name

Title (Mr/Mrs/Ms/Miss)
 Given Name/s

Birth Date
 Phone Number

Information on Special Needs

The information provided below will assist the University in monitoring and improving services to assist students with Special Needs.

- Do you have a disability, impairment or long term medical condition which may affect your studies? Yes No
- Would you like to receive information on support services, equipment and facilities available which may assist you? Yes No
- Please indicate the type of disability that applies (optional):

 Mobility Hearing Vision Learning Medical Other

Change of Address (To update your address, please complete the following)

Contact Address

Number & Street

Suburb State

Country Post code

Other Address (see note below)

Number & Street

Suburb State

Country Post code

Note (tick one or more boxes)

Is this address your: Permanent Preferred Temporary - please provide dates below

From to

Other Details (please include area code)

Home Phone
 Work Phone

Mobile
 Email

*Please note that International students must have an Australian address listed as a Contact address, and an International address as their Permanent address

Next of Kin/Guardian Details

Name Relationship

Address Does your next of Kin live at your permanent address? Yes No (If 'No' please complete the details below)

Number & Street

Suburb State

Country Post code

Telephone (Home)
 Telephone (Work)

Mobile
 Email

Signature of Student (Guardian or Curtin Approved Caregiver to sign if student is under 18)
 Date
Office Use Only

Please submit this form to your Student Services Office

Email: studentservicecentre@curtin.edu.au

In person: Curtin Connect Building 102

Webform: <https://students.connect.curtin.edu.au/app/contact>

OASIS – Online Access to Student Information Services

oasis

- OASIS is Curtin's student portal. Through OASIS, students are provided with access to their student record (eStudent), the Official Communications Channel (OCC), and a range of other online services including a student email account and learning support systems.
- **It is a condition of enrolment at Curtin that students activate their OASIS account and access OASIS at least once a week to receive official communications from the University via the OCC.**
- Students may be granted exemption from the requirement to access OASIS in exceptional circumstances only. Please check www.oasis.curtin.edu.au for more information.

Guild Membership

Under the Curtin University of Technology Act, all students automatically become members of the Student Guild on enrolment. In order for the Guild to provide services to you whilst you are a member, your name, student ID number, preferred contact address, home phone number, email addresses, gender, year of birth, course of study, campus location and other basic enrolment details will be made available to the Guild. These details will remain confidential. You may elect to opt out of Guild membership at any time via the Guild Membership Status Channel in OASIS (under the Campus Life & Guild tab). If you opt out of Guild membership, the Guild will no longer have access to your details and you will cease to be eligible for membership benefits.

Student Declaration

- I understand it is my responsibility to ensure that my enrolment is correct.
- I have sought appropriate academic counselling in relation to my enrolment.
- I agree to be bound by the Statutes, Rules and Policies of the University as amended from time to time and agree to pay all fees, levies and charges directly arising from my enrolment.
- I am aware there may be additional fees and charges associated with my enrolment which are not included in the tuition charges (these may include but are not limited to student service & amenities fee, incidental fees and textbooks).
- I consent to receiving information electronically from the University.
- I agree to access OASIS (student portal) at least once a week to receive official communications from the University (unless approval for exemption is granted).
- I am aware of the conditions under which I am permitted to use University IT (computer) facilities.
- I acknowledge that I have read and understood the information on this form regarding Guild Membership.
- I acknowledge that I have read and understood the University's Privacy Statement.
- I acknowledge that any expenses or costs incurred by the University in recovering any monies owing by me shall be my responsibility. This includes debt collection agency fees and solicitors' costs on the amount outstanding and all other reasonable costs incurred in the recovery of outstanding monies.

Privacy Statement

At Curtin, the privacy of students, staff and other people with whom the University deals is taken very seriously. Much of the information which the University collects in connection with its normal functions and activities is "personal information", and this information is handled in accordance with relevant privacy standards. For details of how the University handles personal information please refer to our [Privacy Statement](#).