

# Change to personal details form: Alumni and applicants

This is a digital form you can complete on your own device.



If you are a **current student** or **graduated less than 12 months ago**, please complete the process outlined here:  
[go.unimelb.edu.au/un4s](https://go.unimelb.edu.au/un4s)

## 1. TICK THE RELEVANT BOX TO CONFIRM YOUR CHANGE REQUEST AND CHECK THE REQUIRED DOCUMENTATION

- Update your legal name after an official name change  
Certified photo ID in current name and proof of name change required
- Correction to my legal name or date of birth  
Certified photo ID required
- Update non-legal details (ie preferred given name, personal (gender) identifier or title)  
No additional documentation required

### All ID documents must be valid and certified

Visit [go.unimelb.edu.au/7oe8](https://go.unimelb.edu.au/7oe8) to view the documentation requirements.

## 2. FILL IN THE RELEVANT SECTIONS BELOW

Student number:

Date of Birth:  
(DD/MM/YYYY)

### FORMER LEGAL NAME

### CURRENT LEGAL NAME

Given name:

Given name:

Middle/other  
given names:

Middle/other  
given names:

Family name:

Family name:

### TITLE

Mr      Ms      Miss      Mrs      Dr      Mx      No title preferred      Other (please specify):

### PERSONAL IDENTIFIER

Man or male      Woman or female      Non-binary      [I/They] Use a different term      Prefer not to say

## 3. REQUEST YOUR UNIVERSITY EMAIL ADDRESS TO BE UPDATED TO REFLECT YOUR UPDATED NAME (OPTIONAL)

Yes, please change my University email account to reflect the change of name.

## 4. COMPLETE THE DECLARATION

By submitting this form, I declare that I have provided the required documents and authorise University of Melbourne staff to update my details.

Date  
(DD/MM/YYYY)

Name:

**Submit your  
request here**

Visit the [Change to name and personal details page](#) for more information including processing times: [go.unimelb.edu.au/un4s](https://go.unimelb.edu.au/un4s)