

Change of Address (International students)

1. Student Notification to Institute

Upon arriving in Australia, students are required to advise the Institute of their residential address telephone number and of any subsequent changes to those contact details.

2. Legal Requirement

It is *extremely* important that students notify Student Administration of any change to their contact details as, under Section 20 of the *ESOS Act* (Education Services for Overseas Students), the Institute is obliged to serve a notice of your last known address if you breach a student visa condition relating to attendance or academic performance.

3. Institute Notifications to Students

The Institute may send warning notices to students when the Attendance or Satisfactory Course Progress policies are breached. This notices aim to support you to avoid breaches of your student visa conditions.

4. Six monthly Address Updates Required

International students are required to update their current address with the Institute *at least every six months*.

It is your responsibility and in your own interests to ensure that you always update your address details at the Institute to ensure you receive important information about your course, fees and possible breaches of your student visa.

Additional information on student visa issues is available from the Department of Border Protection and Immigration website at immi.gov.au.