



ECoE Change Form

Section 1 – Student Details

Student Name:.....
 Student ID:.....Date of Birth:
 Address:.....
 Contact Number (H):.....Mobile:
 Email Address:.....

Section 2 – ECoE Details

ECoE to be Changed ECoE Number’s:
 Reason for ECoE Change:

Preferred Course and Intake

SELECT COURSE	COURSE CODE	QUALIFICATION	CRICOS COURSE CODE	COURSE DURATION	INTAKE
[]	Non-AQF Award	General English	099412F	60 weeks	
[]	BSB40515	Certificate IV in Business Administration	094896K	34 weeks (1-week holiday breaks)	
[]	BSB50415	Diploma of Business Administration	094897J	53 weeks (7 weeks holiday breaks)	
[]	BSB60215	Advanced Diploma of Business	094898G	90 (10 weeks holiday breaks)	

Section 3 - Student Declaration

I hereby declare and certify that the information supplied by me on all parts of this form is complete and true in all aspects.

Signature:Date:.....

Section 4– Approval by St Albans Institute Pty Ltd t/a Hawk Institute

(All sections to be completed by a delegated officer)

Officer Name:.....

Units Required for Completion.....Expected Completion Date.....

Signature:Date:.....

Section 5 - Administration Office

Does the ECoE change reflect student fees:

(If yes, student needs to sign up a new student agreement)

New ECoE Number’s:

Signature:Date: