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| **Please complete the relevant sections below with your new details and return to Student Records and Services, Continuing and Professional Education, Senghennydd Road, Cardiff, CF24 4AG or email** [**learn@cardiff.ac.uk**](file:///C%3A%5CUsers%5Csemps1%5CDownloads%5Clearn%40cardiff.ac.uk) |

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| **Student Name (in full):** |  |

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| **Change of name: If you are changing your name please attach documentary evidence** |
| Previous title: |  | New title: |  |
| Previous forenames: |  | New forenames: |  |
| Previous surname: |  | New surname: |  |

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| **Change of address** |
| Previous home address | New home address |
| Address 1: | Address 1: |
| Address 2: | Address 2: |
| Address 3: | Address 3: |
| Address 4: | Address 4: |
| Address 5: | Address 5: |
| Postcode: |  | Postcode: |  |

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| **Change of contact details** |
| Previous daytime telephone: | New daytime telephone: |
| Previous evening telephone: | New evening telephone: |
| Previous mobile telephone: | New mobile telephone: |
| Previous e-mail address: | New e-mail address: |

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| The information you provide on this form will be held by Cardiff University, as the Data Controller, and will be treated in accordance with the Data Protection Act 1998. |

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| **Office use only** |
| Student Number: |  | SIMS: |  |
| Effective date of change: |  | Access (if applicable): |  |