

SECONDARY STUDENT EXCHANGE

Change of SEO Details

Please use this form to show changes to SEO staff or structure

SEO NAME:

New SEO Details (if applicable)

Physical address			
Postal address			
Phone		Website:	
Australian Business Number (ABN)			
Registration of Not-for-profit organisation			

Please indicate the changes you are making by ticking the box below:

<input type="checkbox"/> Change of Director/Head of SEO	<input type="checkbox"/> Change of State Coordinator	<input type="checkbox"/> Add/change person authorised to request AASES. There is a limit of two people authorised to request AASES for each SEO. If the SEO already has two people registered to request AASES, please confirm the name of the person being replaced: 	<input type="checkbox"/> Change to other SEO details <i>(please go to page 2)</i>
Name			
DOB		Email	
Position			
WWCC Number			Expiry:
Mandatory Child Protection training completed? Yes <input type="checkbox"/> No <input type="checkbox"/>			
Certificate Number.....			

Please indicate the changes you are making by ticking the relevant box below:

<input type="checkbox"/> Change of Director/Head of SEO	<input type="checkbox"/> Change of State Coordinator	<input type="checkbox"/> Change of person authorised to request AASES form. Name of person being replaced: <i>(Note there is a limit of two people authorised to request an AASES for each SEO)</i>	<input type="checkbox"/> Change to other SEO details <i>(please go to page 2)</i>
Name			
DOB		Email	
Position			
WWCC Number			Expiry:
Mandatory Child Protection training completed? Yes <input type="checkbox"/> No <input type="checkbox"/>			
Certificate Number.....			

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Name			
DOB		Email	
Position			
WWCC Number			Expiry:
Mandatory Child Protection training completed? Yes <input type="checkbox"/> No <input type="checkbox"/>			
Certificate Number.....			

Change of Details (other) - please indicate changes below:

Authorising Officer Name:

Position:.....

Signature:..... Date:.....

PLEASE RETURN TO:
Student Exchange NSW Department of Education
 Email: studentexchange@det.nsw.edu.au