

CHANGE OF ENROLMENT FORM

Enrollers must check accuracy of **all** details at time of enrolment. This includes candidate name (written as it will appear on the certificate), enroller ID, subject code and subject name. Any change to enrolment must be made within five working days of the scheduled examination date and accompanied by a \$30 fee. Any requests made after five working days will not be processed.

HOW TO USE THIS FORM:

1. Complete the personal details information below
2. Send the form to payments.ameb@qed.qld.gov.au
3. An AMEB Qld state office employee will be in touch with a BPoint for payment
4. Upon receipt of payment your request will be processed

ENROLMENT DETAILS		
Enroller No:	Enroller Name:	
Candidate No:	Candidate Name:	
Enrolled Subject:	Enrolled Grade:	Session:

REQUESTED CHANGES	Current	Change to
Enroller Name		
Candidate Name		
Candidate DOB		
Subject/Syllabus <small>(Difference in examination fees may apply)</small>		
Grade		
Other:		

PAYEE DETAILS (for BPoint only)	
Name of card holder:	Phone No.:
Email Address:	Date:

OFFICE USE ONLY		
Sale ID:	BPoint No:	BPoint Date:
Receipt No:		Date Payment received: