CHANGE OF DETAILS FORM
(CHANGE OF ADDRESS OR EMPLOYMENT)

FORM: COD-02

Use this form to update your qualification details.
Please complete all relevant sections in black ink and BLOCK CAPITALS

Part A: Your name and title

If your name or title has changed, you will need to complete the Change of Details Form (Change of Name or Title) COD-01 (This form is available on the website of the Teaching Council)

Part B: Change of address and contact details

New Home Address:

New Address effective from:  DD MM YYYY

Telephone: Home: Mobile:

Email address:

Part C: Change of teaching or employment details

Date when you started or are due to start new post:  DD MM YYYY

School Name:

School Address:

School Roll Number:

New Teaching Position:  Substitute Teacher  Class Teacher  Special Duties Post  Assistant Principal  Vice/Deputy Principal  Principal
Part D: Declaration and signature

I declare that the details provided above are accurate.

Date of Birth: [DD MM YYYY]
Registration No: 
PPS Number: 
Teacher/Payroll No: 
Signature: 
Date of Signature: [DD MM YYYY]