

更改联系信息

您可以通过e-student更新联系信息

请确保定期登陆e-student，并更新以下联系信息：

- 学期信息和家庭住址；必须填写住宅地址
- 联系电话号码；固定电话和移动电话
- 个人电子邮箱
- 紧急联系人信息

国际学生：

如果地址、个人电子邮箱或电话号码有任何变更，学生必须在变更后7天内通知UTS Insearch学院学生中心，这是维持学生签证条件的必要条件。如未能遵守此规定，会导致您的学生签证被内政部取消。

年龄不满18岁的国际学生：

您必须居住在内政部或UTS Insearch学院批准的住所。如需更改您的地址，需要联系UTS Insearch学院学生中心以更新您的联系信息，因为UTS Insearch学院有责任确认您的住宿和福利安排是否合适。

请注意，只有以下联系信息可以通过e-student在线更新：

1. 地址：

- 永久居所（海外住址）
- 学习期间（悉尼）住址（当前位于悉尼的住址）

2. 电话号码：

- 永久家庭电话（海外固定电话）
- 学习期间（悉尼）电话（悉尼固定电话）
- 移动电话（悉尼手机号码）
- 海外移动电话（海外手机号码）

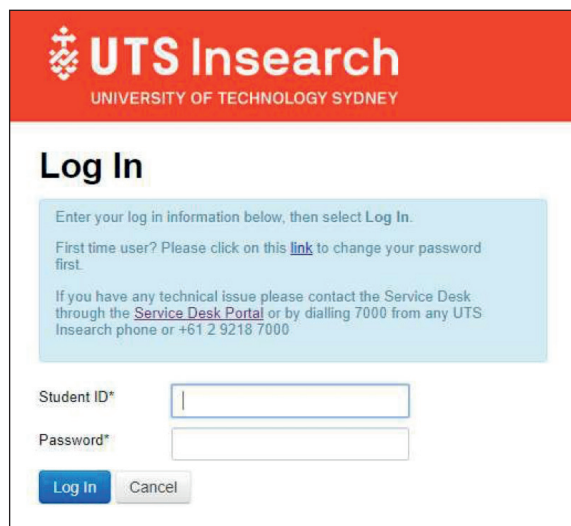
3. 电子邮箱： 优先使用的电子邮箱（个人邮箱）

4. 紧急联系人信息



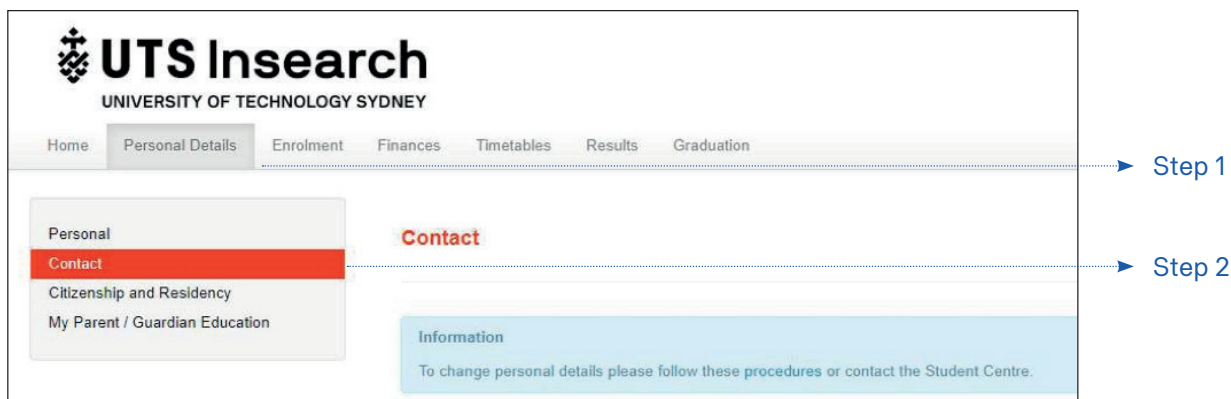
请根据以下提示，更新您的联系信息

1. 进入e-student页面
2. 输入学生ID和密码；点击“Log In”



The screenshot shows the UTS Insearch login interface. At the top, there is a red header with the UTS logo and the text "UTS Insearch UNIVERSITY OF TECHNOLOGY SYDNEY". Below the header, the page title is "Log In". A light blue box contains instructions: "Enter your log in information below, then select Log In. First time user? Please click on this [link](#) to change your password first. If you have any technical issue please contact the Service Desk through the [Service Desk Portal](#) or by dialling 7000 from any UTS Insearch phone or +61 2 9218 7000". Below this, there are two input fields: "Student ID*" and "Password*", each with a corresponding text box. At the bottom, there are two buttons: "Log In" (highlighted in blue) and "Cancel".

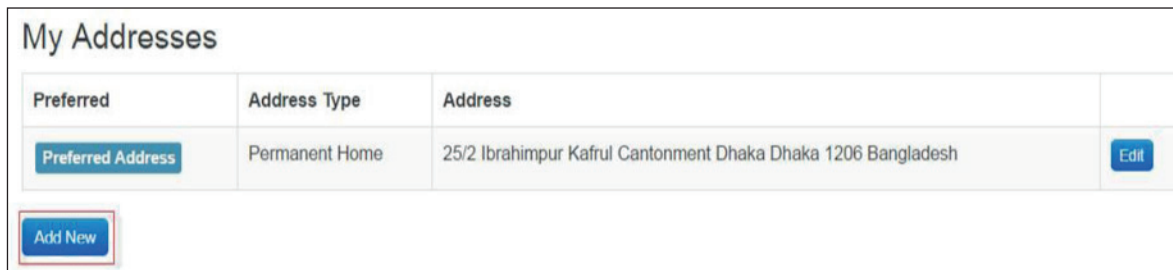
3. 在“Home”页面，点击“Personal Details”标签页，然后点击“Contact”。



The screenshot shows the UTS Insearch Home page. At the top, there is a header with the UTS logo and the text "UTS Insearch UNIVERSITY OF TECHNOLOGY SYDNEY". Below the header, there is a navigation menu with tabs: "Home", "Personal Details", "Enrolment", "Finances", "Timetables", "Results", and "Graduation". The "Personal Details" tab is selected. Below the navigation menu, there is a sidebar menu with options: "Personal", "Contact", "Citizenship and Residency", and "My Parent / Guardian Education". The "Contact" option is highlighted in red. To the right of the sidebar, there is a "Contact" button. Below the "Contact" button, there is an "Information" box with the text: "To change personal details please follow these procedures or contact the Student Centre." Two blue arrows point to the "Personal Details" tab (labeled "Step 1") and the "Contact" button (labeled "Step 2").

更新地址信息：

1. 添加新地址，点击“Add New”。

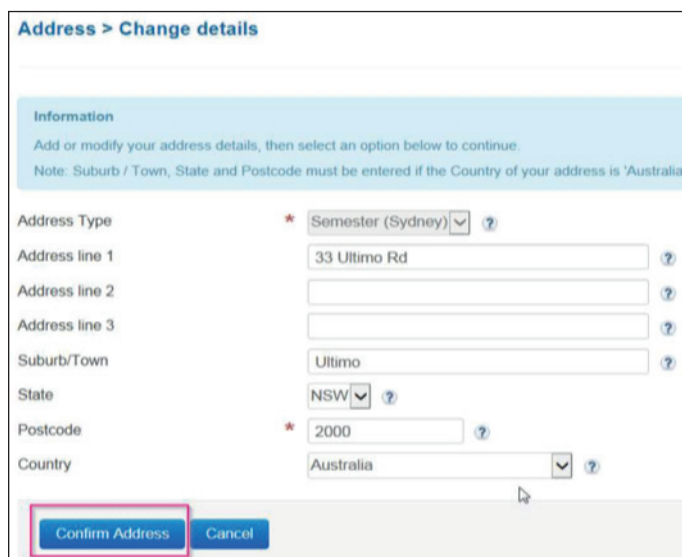


The screenshot shows a section titled "My Addresses". It contains a table with the following data:

Preferred	Address Type	Address	
<input checked="" type="checkbox"/>	Permanent Home	25/2 Ibrahimpur Kafrul Cantonment Dhaka Dhaka 1206 Bangladesh	<input type="button" value="Edit"/>

Below the table is a blue button labeled "Add New".

2. 输入地址信息，点击“Confirm Address”。注意：如果您住在公寓或单元房，必须提供房间号或单元号。

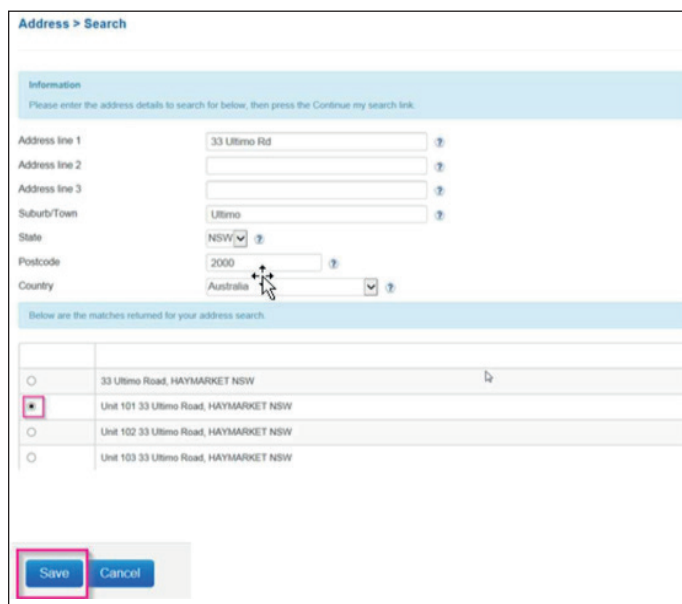


The screenshot shows the "Address > Change details" form. The fields are filled with the following information:

- Address Type: Semester (Sydney)
- Address line 1: 33 Ultimo Rd
- Address line 2: (empty)
- Address line 3: (empty)
- Suburb/Town: Ultimo
- State: NSW
- Postcode: 2000
- Country: Australia

At the bottom, there are two buttons: "Confirm Address" and "Cancel".

3. 从列表中选择地址，并点击“Save”。



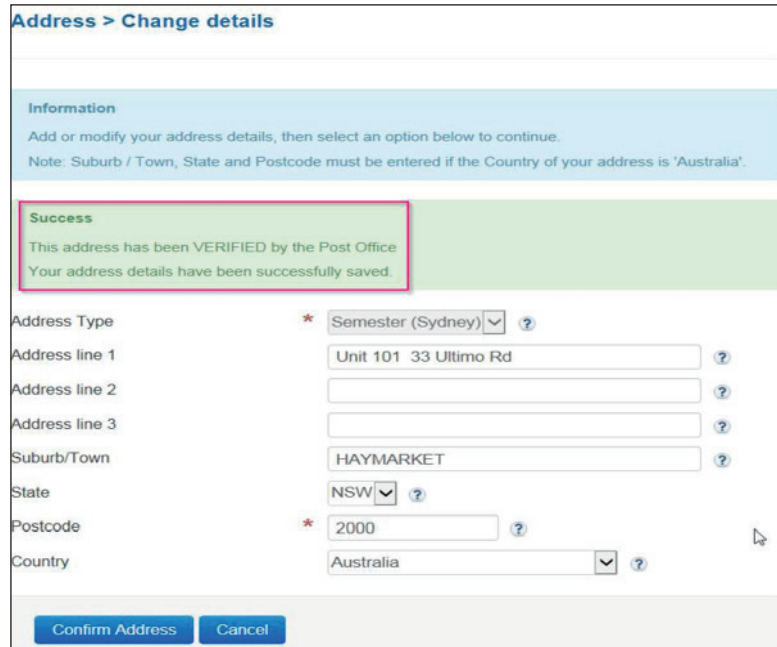
The screenshot shows the "Address > Search" page. The search criteria are the same as in the previous screenshot. Below the search criteria, there is a list of matches returned for the address search:

<input type="radio"/>	33 Ultimo Road, HAYMARKET NSW
<input checked="" type="radio"/>	Unit 101 33 Ultimo Road, HAYMARKET NSW
<input type="radio"/>	Unit 102 33 Ultimo Road, HAYMARKET NSW
<input type="radio"/>	Unit 103 33 Ultimo Road, HAYMARKET NSW

At the bottom, there are two buttons: "Save" and "Cancel".

更新地址信息：

4. 地址详细信息页面将显示刚刚验证和保存的地址。



The screenshot shows a web form titled "Address > Change details". At the top, there is an "Information" section with the text: "Add or modify your address details, then select an option below to continue. Note: Suburb / Town, State and Postcode must be entered if the Country of your address is 'Australia'." Below this is a green "Success" message box that says: "This address has been VERIFIED by the Post Office. Your address details have been successfully saved." The form fields are: Address Type (Semester (Sydney)), Address line 1 (Unit 101 33 Ultimo Rd), Address line 2 (empty), Address line 3 (empty), Suburb/Town (HAYMARKET), State (NSW), Postcode (2000), and Country (Australia). At the bottom, there are "Confirm Address" and "Cancel" buttons.

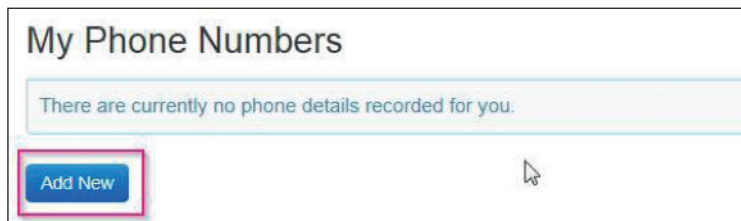
如果您需要更改此地址，请点击“Cancel”，返回到修改地址的联系人详细信息页面（第5步）。

5. 更改地址信息，点击“Edit”，然后按照第2步和第3步操作。

My Addresses			
Preferred	Address Type	Address	
	Permanent Home	Rm5 281F Sau Wai Lai San Mom Kwun Tong Kowbon Hong Kong	Edit
Preferred Address	Semester (Sydney)	Unit 101 33 Ultimo Rd HAYMARKET NSW 2000 Australia	Edit

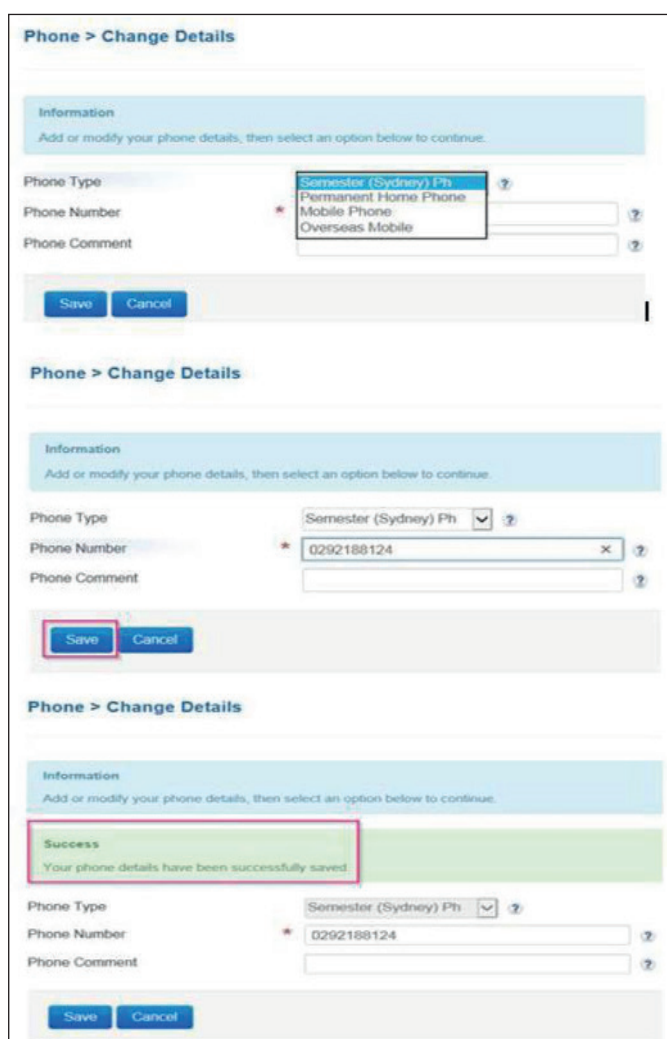
更新电话号码：

1. 添加新的电话号码，点击“Add New”。



The screenshot shows a web interface titled "My Phone Numbers". Below the title, there is a message: "There are currently no phone details recorded for you." Below this message, there is a blue button labeled "Add New" which is highlighted with a red rectangular box. A mouse cursor is visible near the button.

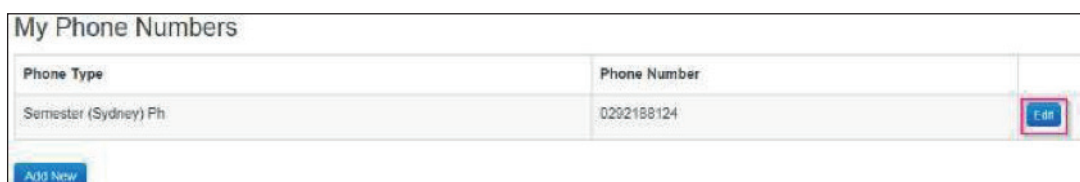
2. 从下拉列表中选择电话类别；输入电话号码，并点击“Save”。



The screenshot shows three sequential steps of the "Phone > Change Details" form:

- Step 1:** The form is empty. The "Phone Type" dropdown menu is open, showing options: "Semester (Sydney) Ph", "Permanent Home Phone", "Mobile Phone", and "Overseas Mobile". The "Save" button is highlighted with a red box.
- Step 2:** The "Phone Type" dropdown is now closed and set to "Semester (Sydney) Ph". The "Phone Number" field contains "0292188124" and is also highlighted with a red box. The "Save" button remains highlighted.
- Step 3:** A green success message is displayed: "Success Your phone details have been successfully saved." The "Save" button is still highlighted.

3. 更改已有电话号码，点击“Edit”并按照第2步操作。



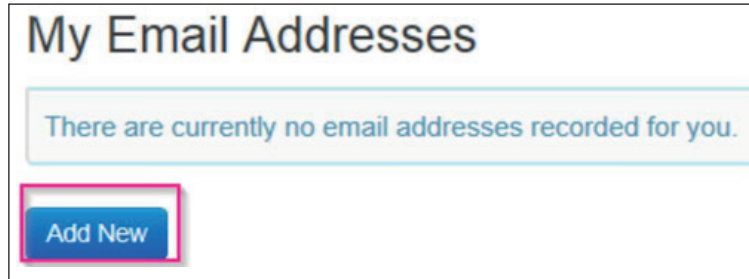
The screenshot shows a table titled "My Phone Numbers" with the following data:

Phone Type	Phone Number	
Semester (Sydney) Ph	0292188124	Edit

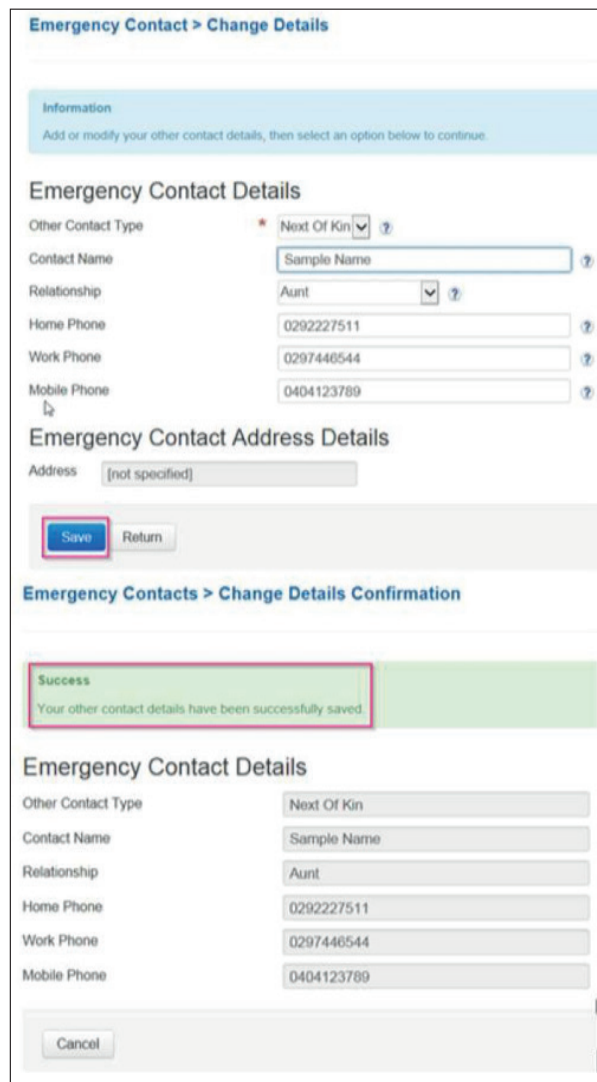
Below the table, there is a blue button labeled "Add New". The "Edit" button in the table is highlighted with a red rectangular box.

更新电子邮箱：

1. 要添加新的电子邮箱，请点击“Add New”。



2. 电子邮箱类型将被默认为Pre 2.6 Preferred。输入电子邮箱并点击“Save”



The screenshot shows a form titled "Emergency Contact > Change Details". It contains several sections:

- Information:** "Add or modify your other contact details, then select an option below to continue."
- Emergency Contact Details:** Fields for "Other Contact Type" (Next Of Kin), "Contact Name" (Sample Name), "Relationship" (Aunt), "Home Phone" (0292227511), "Work Phone" (0297446544), and "Mobile Phone" (0404123789).
- Emergency Contact Address Details:** "Address" field with "[not specified]".
- Buttons:** "Save" and "Return" buttons, with "Save" highlighted by a red box.
- Confirmation:** "Emergency Contacts > Change Details Confirmation" section with a green "Success" message: "Your other contact details have been successfully saved." (highlighted by a red box).
- Summary:** A summary section showing the entered details and a "Cancel" button.

3. 要更改优先使用的电子邮箱，请点击“Edit”并按照第2步操作。



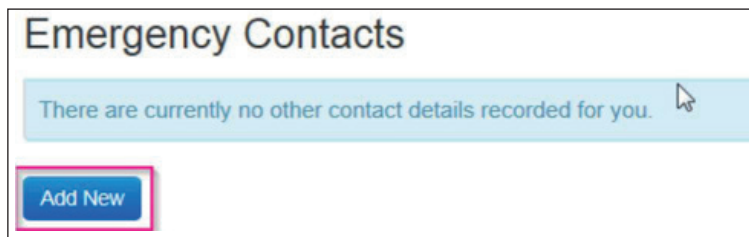
The screenshot shows a table titled "My Email Addresses" with the following data:

Email Type	Email Address	Status	
Pre 2.6 Preferred	my_email@yahoo.com	Active	Edit

The "Edit" button in the last column of the table is highlighted with a red rectangular box.

更新紧急联系人：

1. 要添加新的紧急联系人，请点击“Add New”



2. 从下拉列表中选择联系人类别（紧急联系人）；输入紧急联系人信息

The screenshot shows the 'Emergency Contact > Change Details' form. On the left is a navigation menu with options: Personal, Contact (highlighted in red), Citizenship and Residency, My Parent / Guardian, and Education. The main content area has a title 'Emergency Contact > Change Details' and an 'Information' section with the text 'Add or modify your other contact details, then select an option below to continue.' Below this is the 'Emergency Contact Details' form with the following fields:

Other Contact Type	Emergency Contact
Contact Name	First Name Family Name ?
Relationship	Family Friend ?
Home Phone	0298765432 ?
Work Phone	? ?
Mobile Phone	0412345678 ?

At the bottom of the form are two buttons: 'Save' and 'Return'. The 'Add New' button from the previous screenshot is also visible at the bottom left of the page, highlighted with a red box.

3. 要更改紧急联系人信息，点击“Edit”并按照第2步操作。

The screenshot shows the 'Emergency Contacts' table. The table has the following columns: Contact Type, Name, Relationship, Home Phone, Mobile Phone, Address, and an 'Edit' button. The data row shows:

Contact Type	Name	Relationship	Home Phone	Mobile Phone	Address	
Emergency Contact	First Name Family Name	Family Friend	0298765432	0412345678	[not specified]	Edit

Below the table is an 'Add New' button.