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Step 1: Identify your goals have changed

Make it clear which goals should change and why

Before contacting us, make sure you know which [goals](#) you would like to change and why.

When you are confident about your goals and what you are working towards, it can make it easier to organise your NDIS supports in a way that helps you to achieve them.

Learn more about [how to set goals](#).

Reasons to change your goals

You may have achieved your goals earlier than expected, or your situation has changed and you want to work towards new goals.

You might be coming to the end of your NDIS plan and thinking about new goals for your next plan.

Changing your goals doesn't mean you will have more NDIS supports or funding added to your plan.

Step 2: Contact us

- call us on [1800 800 110](tel:1800800110)
- submit an enquiry through our [service hub](#)
- talk to your [my NDIS contact](#) or visit your [local office](#) in person.

Step 3: Let us know you'd like to change your goals

Let us know what you'd like changed

We can make small changes at any time. A small change could be updating your goals. You can keep using your plan while you wait for us to change it.

When we make small changes, we only do it to one part of your plan. We call this a [plan variation](#).

Step 4: See your updated goals

Once we have changed your plan, you'll be able to see your updated goals in the my NDIS participant portal, myplace portal or in the my NDIS app.

Anyone you've given consent to see your plan will also be able to see your updated goals. This may include your providers, support coordinator or recovery coach, or plan manager.

Related information

[What are goals](#)

[How to set goals](#)

[What is a my NDIS contact](#)

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