



Student Address Update Form

Office of the Registrar

Select as applicable: Student Faculty/Staff

- It is the obligation of every student to notify the Office of the Registrar of any change in address.
- Completing this form will not result in mail being forwarded by the U.S. Postal Service. A separate change of address must be filed with the U.S. Postal Service.
- Please note: Offices may elect to contact you via your home or local address regardless of your preference. As an example, all Financial aid settlement checks and W-2's are sent to your HOME address regardless of preference.
- International students must submit all demographic changes to the Office of International Studies and Programs.

PLEASE PRINT

Student ID number _____

Last name _____ First _____ Middle _____

HOME/PERMANENT ADDRESS

This is my preferred mailing address.

If this is also your residence address, you are not required to complete the LOCAL address portion of this form.

Street / P.O. Box _____

City _____ State _____ Zip code _____

Telephones: Home (_____) _____ Cell (_____) _____

LOCAL ADDRESS (where you will reside while attending school)

This is my preferred mailing address.

Complete this section only if the address is different than the address listed above.

Street / P.O. Box _____

City _____ State _____ Zip code _____

Telephones: Home (_____) _____ Cell (_____) _____

EMERGENCY CONTACT INFORMATION

Select one: Parent Guardian Spouse

Name _____

Street / P.O. Box _____

City _____ State _____ Zip code _____

Foreign country (if applicable) _____

Telephone: Day (_____) _____ Evening (_____) _____

SIGNATURE _____ DATE _____

Office Use Only: Entry by _____ Date _____