

CURRENT INFORMATION

NAME _____ ID NO. _____
Last First Middle

SIGNATURE _____ DATE _____

I am currently (*check one*) Student Employee Student and Employee DAYTIME PHONE NO. _____

I am an international student Yes No International Student and Scholar Services _____

UPDATE INFORMATION Name Address

Please change name from _____
Last First Middle

to _____
Last First Middle

Certified copy of an original marriage license or court decree must be attached for name changes. Additional documentation may be requested.

Please update the address(es) listed below:

PR PERMANENT HOME ADDRESS _____

Telephone Number _____

MA LOCAL ADDRESS _____

Telephone Number _____

BI BILLING ADDRESS _____

Telephone Number _____

HR HUMAN RESOURCES PAYCHECK/W-2 FORM ADDRESS _____

Telephone Number _____

FOR OFFICE USE ONLY

HR Initiator Date REGS Initiator Date