

ADDRESS CHANGE FORM

STEP 1 - FILL IN THE INFORMATION BELOW

STUDENT I.D. #: _____ DATE of BIRTH _____

NAME _____
LAST FIRST MI

STEP 2 - ***NEW MAILING ADDRESS

***If your New Mailing Address is a P.O. Box Address, then you **MUST** also write a **PERMANENT HOME ADDRESS** in **Step 3** below -- P.O. BOXES WILL NOT BE PROCESSED WITHOUT A PERMANENT ADDRESS – Step 3 below.

STREET _____

CITY _____ STATE _____ ZIP CODE _____

HOME PHONE () _____ WORK PHONE () _____

CELL PHONE () _____

STEP 3 - ***PERMANENT ADDRESS – Write in a permanent address only if you entered a P.O. Box in Step 2 above

STREET _____

CITY _____ STATE _____ ZIP CODE _____

STEP 4 - OLD ADDRESS

STREET _____

CITY _____ STATE _____ ZIP CODE _____

STUDENT SIGNATURE _____ DATE _____

Email Address: _____
(Students may verify and update email addresses through student myCommNet accounts at <http://my.commnnet.edu>)

FOR OFFICE USE ONLY:

KEYED-IN BY: _____

DATE: _____