Change of Name or Address

STUDENT INFORMATION
Current students may update their address online via Student Self Service.

Last Name __________________________________________
First Name __________________________________________
Middle Name _________________________________________
Student ID ___________________________________________
Date of Birth _________________________________________

NAME CHANGE
You must provide documents to: 1) support your identity and 2) support the requested change. Accepted documents include: 1) government-issued photo ID with new/corrected name, and 2) Social Security card, valid (current) passport, court decree, birth certificate, etc.

Reason for Name Change ___________________________________________
New Last Name _______________________________________________
New First Name _______________________________________________
New Middle Name _____________________________________________

ADDRESS CHANGE
Please note: you do not need to update/add your Academy housing address. This will be done automatically.

☐ Permanent ☐ Home ☐ Mailing ☐ Billing ☐ Other ☐ Temporary from ____________ to ____________

New Address
New Street ________________________________________________
New City _________________________________________________
New State ________________________________________________
New Zip _________________________________________________
New Country ______________________________________________
New Phone _______________________________________________
New E-mail ______________________________________________

Old Address
Old Street ________________________________________________
Old City _________________________________________________
Old State ________________________________________________
Old Zip _________________________________________________
Old Country ______________________________________________
Old Phone _______________________________________________
Old E-mail ______________________________________________

STUDENT SIGNATURE  Physical signatures only; digital signatures are not accepted. Forms without a signature will not be processed.

Signature __________________________________________   Date _____________