

Student Change of Personal Information

INSTRUCTIONS:

- ✓ COMPLETE THE FORM
- ✓ ATTACH

FOR CHANGE OF ADDRESS:

- RENTERS – PROVIDE ONLY LEASE IF LESS THAN YEAR – IF MORE THAN YEAR ATTACH A UTILITY BILL
- HOME OWNER – PROPERTY TAX BILL, SETTLEMENT DOCUMENTS, DEED
- SHARED HOUSING –
 - HOME OWNER/RENTER PROPERTY TAX OR LEASE –
 - PARENT OR GUARDIAN NEEDS 3 DOCUMENTS WITH CURRENT ADDRESS

FOR PHONE NUMBER ONLY

- ✓ COMPLETE THE STUDENT INFORMATION ALONG WITH NEW PHONE NUMBERS

RETURN THE FORM WITH ALL REQUIRED DOCUMENTS TO THE REGISTRAR OFFICE

Student last Name: _____

Student First Name: _____

Grade: _____

Student ID: _____

New Address:

Home Phone: _____

Mother/Guardian Name: _____ **Work #:** _____

Cell #: _____

Father/Guardian Name: _____ **Work #:** _____

Cell #: _____

Emergency Contact Name: _____ **Number:** _____

Date: _____

Staff Initials: _____