



*Please note that your permanent address is the address of your family home. If you are commuting, but not living in your family home, you **MUST** list a local address, which cannot be Eastern University.*

Change of Name, Address, or Phone Number

Last Name (Maiden Name), First Name		ID or SS#
Phone	Level of Study <input type="checkbox"/> Undergraduate <input type="checkbox"/> Graduate Level <input type="checkbox"/> Doctoral Level	Please check all that are to be changed <input type="checkbox"/> Name <input type="checkbox"/> Address <input type="checkbox"/> Phone
Email		

Address

Would you like to update the mailing address for your diploma? <input type="checkbox"/> Yes <input type="checkbox"/> No	Effective Date of Change (include ending date if applicable)
Previous Address: Street (include Apt #), City, State, Zip	New Address: Street (include Apt #), City, State, Zip

Telephone

Include your area code and, if outside the United States, your country code.

Old Phone Number: _____

New Phone Number: _____

Cell Phone Number: _____

Name

REQUIRED for all name changes, you must present or submit 1) government-issued photo ID in new name, AND 2) one of the following: Social Security card in new name, second form of government-issued photo ID in new name, or your original legal name change document (eg. marriage certificate, divorce decree, court petition). You may present your form and documents in person to Eastern University staff, or mail this form with notarized copies of all your documentation. *Copies that are not notarized will not be accepted.* If these documents are not available please call us for additional options.

Your name as you would like it to appear in our records:

Student Signature (required for all changes):