

Change of Address/Emergency Contact/Name Information

Name Student ID Number Date of Birth

New Address:

Street

Apartment Number

City, State, ZIP

Home Phone

Work Phone

Cellphone

Email Address

Change of Emergency Contact Information

Primary Contact Name

Relationship

Address

City, State, ZIP

Work Phone

Home Phone

Cellphone

Email

Secondary Contact Name

Relationship

Address

City, State, ZIP

Work Phone

Home Phone

Cellphone

Email

Change of Name

New Name

Preferred Name

(You MUST attach a copy of the marriage certificate, divorce decree or court order. Name changes cannot be processed without legal documentation.)

Signature

Date

For Institutional Research Purposes Only

Are you Hispanic/Latino? ☐ Yes ☐ No

Regardless of your response above, select one or more races:

☐ American Indian/Alaska Native ☐ Asian ☐ Black or African-American ☐ Native Hawaiian/Other Pacific Islander ☐ White

Return form to: Point Park University
Office of the University Registrar
201 Wood Street
Pittsburgh, PA 15222-1984
Fax: 412-392-8062

Reminder for STUDENT EMPLOYEES: Contact the Human Resources Office to also update your home address to ensure that your information is listed correctly on your paychecks and W-2 forms.