



# Change of Name or Address

Office of the Registrar • 79 New Montgomery St., 3rd Floor • San Francisco, CA 94105 • Ph 415-618-6454 • Fx 415-618-8237

## STUDENT INFORMATION

If you are a current student you can update your address from Self-Service Online.

Last Name \_\_\_\_\_

First Name \_\_\_\_\_

Middle Name \_\_\_\_\_

Student ID \_\_\_\_\_

Social Security # \_\_\_\_\_

Date of Birth \_\_\_\_\_

## NAME CHANGE

Three official documents bearing your new name are required; one must bear your picture. Accepted documents are a driver license, Social Security card, marriage certificate, passport, court order, 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 Information**

New Street \_\_\_\_\_

New City \_\_\_\_\_

New State \_\_\_\_\_

New Zip \_\_\_\_\_

New Country \_\_\_\_\_

New Phone \_\_\_\_\_

New E-mail \_\_\_\_\_

### **OLD Information**

Old Street \_\_\_\_\_

Old City \_\_\_\_\_

Old State \_\_\_\_\_

Old Zip \_\_\_\_\_

Old Country \_\_\_\_\_

Old Phone \_\_\_\_\_

Old E-mail \_\_\_\_\_