



NAME/ADDRESS CHANGE REQUEST

CHANGE OF ADDRESS:

_____			_____
First	Middle	Last	Student ID Number
_____			_____
NEW Permanent Address		Street	CCSU Email Address
_____			_____
City	State	Zip Code	
_____			_____
Home Phone Number		Cell Phone Number	

CHANGE OF LEGAL NAME:

Per Board of Regents policy, attach legal documentation: federally-recognized identifications (i.e. passports), state verified driver licenses, court orders arising from a name change proceeding, an adoption, a divorce decree, individual choice or witness protection program; and marriage licenses. An unverified state driver license, also referred to as a "Drive Only License," may not be used as acceptable documentation since its issuance relates to the ability to operate a vehicle. It does not establish a legal identity. This petition will change all records maintained by the Office of the Registrar, including subsequent credentials conferred by the institution. Include hyphens, apostrophes, commas, periods, and spaces. Other special symbols cannot be entered onto your records.

Former Name	First	Middle	Last

New Name	First	Middle	Last

Are you a current CCSU student who has previously submitted an Application for Graduation? Yes No

If yes, print your new name as it is to appear on your diploma: _____

Once processed by the Office of the Registrar, please contact the IT Help Desk by phone at (860) 832-1720 or by email at TechSupport@ccsu.edu if you wish to request a change to your BlueNet log in or email address and the Card Office, located in the Student Center, if you wish to have a new BlueChip card issued.

I affirm that I am the above named person and that the information presented is true

_____	_____
Student's Signature	Date

**Please complete this form and return it to the Office of the Registrar.
Davidson Hall, Room 116, 1615 Stanley Street, New Britain, CT 06050
Fax it to 860-832-2250 or email it to regstaff@ccsu.edu**