

## OFFICIAL STUDENT NAME AND INFORMATION

**Please print all information legibly.**

*Please provide your up-to-date, legal full-name (note, that if your name has changed, you must provide a marriage certificate, court papers, license or social security card as proof of name change, and your name will be recorded as given below. Please note that you will not need to provide documentation to update your preferred first name, but you must provide documentation for any change to your primary legal name.*

_____	_____	_____
Student ID #	Date of Birth	Preferred First Name
_____	_____	_____
First	Middle	Last

**Are you a student employee? Yes                      No**

*Beyond your name and student ID#, you only need to provide the information that needs to be updated. Skip filling in what is unnecessary below.*

### Update Address

_____	<b>Address Type</b>
Street Address	Primary
_____	Mailing
City                      State      ZIP/Postal Code      Country	International
_____	Billing

### Update Phone

_____	_____
Home Phone	Cell/Mobile Phone

### Update Unofficial Email

\_\_\_\_\_ @ \_\_\_\_\_  
Unofficial email address

**(Note:** Official communications from Salem State University are sent to your Salem State email account, accessible through Navigator.)

_____	_____
Signature	Date

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**OFFICE USE ONLY**

_____	_____
Entered by	Date