



Student Name/Address Change Form

Please Note: Change of Address may affect billing status.
Student workers/employees need to make changes with the student payroll office

Student ID#: _____

Student Status: Undergraduate Graduate Post Baccalaureate

Name: (as it currently appears on records)

Only complete the information below that you want to change

1. Name Change: (You must attach proof of name change: Marriage License or Court Order)

Attach Image Here:

Print your name as you would like it to appear on your permanent records.

2. New Address Changes: (You must attach proof of Permanent address change: Drivers License or Utility Bill) Attach Image Here:

Permanent Address:

City: _____ State: _____ Zip: _____ County: _____

New Home Telephone Number: _____

Local Address: (Address while attending Kutztown University)

Check if you no longer have a local address

Local Address: _____

City: _____ State: _____ Zip: _____ County: _____

New Local Telephone Number: _____

3. FERPA: I elect for the University not to disclose my:

- Permanent Address Local/Campus Address Place & Date of Birth
- Permanent Telephone Local/Campus telephone # KU E-mail Address
- Major/Minor

Student's Signature: _____

Date: _____

You will receive an email confirmation once the document has been received and approved by the Registrar's Office.

Attn.: Registrar's Office, P.O. Box 730, Kutztown, PA 19530
Phone: (610) 683-4485 Fax: (610) 683-1586 Email: regoffice@kutztown.edu

Registrar's Approval

Approved Date