



CAMPBELL UNIVERSITY

OFFICE OF THE REGISTRAR

Information Update Form

Instruction Page

Complete this form to update:

- primary name
- telephone number
- permanent address
- date of birth
- social security number
- personal email address

Note: Changes to your **name, date of birth** or **social security number** require official documentation.

- valid passport
- social security card
- valid driver's license or state ID card
- marriage certificate
- valid permanent resident card
- birth certificate
- divorce decree
- court-approved petition for name change
- valid alien registration card

Mail, fax, or email page two of the completed form along with a copy of required documentation to:

Office of the Registrar
Campbell University School of Law
225 Hillsborough Street, Suite 406C
Raleigh, NC 27603

Fax number: 919-865-5887

Email: lawregistrar@campbell.edu

Note: An electronic or physical signature is required on the form.

Important Note About Usernames

This name change will not change your username used in Student Planning, the school's intranet, or your student email account. It will only change your display name, your name on class rosters, and address (if applicable).



CAMPBELL UNIVERSITY

OFFICE OF THE REGISTRAR Information Update Form

Student ID *(found on back of Campbell photo badge)*: _____

Complete the section applicable to the information update

Name as it currently appears on your record:

Last: _____

First: _____

Middle: _____

Prefix: _____ Suffix: _____

Name as it should appear on your record:

Last: _____

First: _____

Middle: _____

Prefix: _____ Suffix: _____

Former Address:

Address 1: _____

Address 2: _____

Address 3: _____

City: _____ State: _____ Zip: _____

County: _____ Country: _____

New Address:

Address 1: _____

Address 2: _____

Address 3: _____

City: _____ State: _____ Zip: _____

County: _____ Country: _____

Former Phone numbers and Personal Email Address

Home: _____

Work: _____

Cell: _____

Personal Email: _____

Confirm Email: _____

New Phone numbers and Personal Email Address

Home: _____

Work: _____

Cell: _____

Personal Email: _____

Confirm Email: _____

Date of Birth: _____
(MM/DD/YYYY)

Are you updating your Social Security Number? _____ **Yes** _____ **No**
(If yes, please ensure acceptable documentation is included with this form)

I intend to continue to use the name indicated above consistently and have not adopted this name for any fraudulent purposes.[†]

Today's Date: _____

Signature: _____

[†]By typing your name here, you are signing this form electronically. You agree that your electronic signature is the legal equivalent of your manual signature.