

STUDENT NAME/ADDRESS/PHONE NUMBER UPDATE

Please complete and return this form:

- in person at Records Office, second floor of the Smith-Pendergraft Campus Center, Mon.-Thur. 8:00-6:00 and Fri. 9:00-5:00
- by fax at (479) 424-6230
- by mail at University of Arkansas - Fort Smith, Attn: Records Office, PO Box 3649, Fort Smith, AR 72913-3649
- by e-mail through My UAFS at records@uafs.edu

Are you employed at UA Fort Smith (staff, faculty, student worker)?

Yes No

IF YOU ANSWERED 'YES', YOU MUST GO TO HUMAN RESOURCES FOR ADDRESS CHANGE.



IDN _____ Date _____

Name on record (Print) _____

SIGNATURE (Required) _____

NAME CHANGE

Last First Middle

Copy of court-ordered name change or Social Security Card required as documentation.

MAILING ADDRESS CHANGE

*RESIDENCY CHANGE FOR TUITION PURPOSES REQUIRES PROPER DOCUMENTATION
(e.g., driver's license, lease agreement, utility bill)*

New Mailing Address _____

City/State/Zip _____

PHONE NUMBER CHANGE including area code

Home: _____ **Cell:** _____

RECORDS OFFICE: Date _____ Initials _____