STUDENT INFORMATION CHANGE FORM

OFFICE OF THE REGISTRAR  William Jessup University  333 Sunset Blvd, Rocklin, CA 95765
Telephone: 916.577.2244  Fax 916.577.2240

Relationship to the University:  □ Traditional  □ Degree Completion Program  □ Post Baccalaureate
□ Alumni  □ Previous Student  □ Other

Mark all that Apply:  □ Name Change (requires copy of marriage license or other legal documentation)
□ Address/Phone Change  □ Emergency Contact Change

Personal Information:
Have you applied for graduation:  □ Yes  □ No
Student ID#:  _______________ Social Security #:  _____ - _____ - _____  Are you a VA recipient:  □ Yes  □ No
Last Name:  _______________ First Name:  _______________ Middle:  _______________
Marital Status:  _______________ Maiden Name:  _______________ Age:  _____ Date of Birth:  _____.
Is / was your spouse a student at William Jessup University?  If yes, please provide the following information:
Full Name:  _______________ Student ID#:  _______________ Social Security #:  _____ - _____ - _____.

Permanent Address (forwarding address when not currently attending classes):
Street:  _______________.
City:  _______________ State:  _____ Zip Code:  _______________.
Home Phone:  (____)  -  _______  Cell Phone:  (____)  -  _______  Other:  (____)  -  _______.

Local Address (campus box or address used while currently attending courses):
Street:  _______________.
City:  _______________ State:  _____ Zip Code:  _______________.
Home Phone:  (____)  -  _______  Other:  (____)  -  _______  E-mail:  _______________.

Emergency Contact Information:
Name:  _______________ Relationship:  _______________.
Street:  _______________.
City:  _______________ State:  _____ Zip Code:  _______________ Phone:  (____)  -  _______.

Student Signature  ___________________________ Date:  _______________.

cc:  □ Student Accounts  □ Financial Aid  □ VA Official  □ Graduation Database  □ IT (change email?)

It is frequently a matter of great importance for the University to be able to locate students quickly. For this reason students are asked to file a Change of Address form with the Office of the Registrar promptly upon a change of permanent address.
This form is used only for the purpose of keeping functional offices at California Baptist University up to date on address information. It is the student’s responsibility to inform outside agencies of address and telephone number changes.

Office of the Registrar 7/12/07