



ADDRESS AND/OR NAME CHANGE

Last Name First M.I. University Identification Number (UIN)

PLEASE CHANGE MY ADDRESS(ES): COMPLETE IF APPLICABLE, SIGN BELOW

Note: Permanent mailing address cannot be updated to a campus housing address.

NEW MAILING ADDRESS:

Street

City State Zip code

()

Telephone Number

PLEASE CHANGE MY EMERGENCY CONTACT: COMPLETE IF APPLICABLE, SIGN BELOW

NEW EMERGENCY CONTACT:

Name of Emergency Contact Relationship

Same as above

Street

City State Zip Code

()

Telephone Number

PLEASE CHANGE MY NAME AS FOLLOWS: COMPLETE IF APPLICABLE, SIGN BELOW

FROM:

Legal Name Last First M.I.

TO:

Legal Name Last First M.I.

Check all that apply:

- Marriage – (Attach copy of marriage documentation/driver license/social security card)
- Legal Name Change - (Attach copy of court order/driver license/social security card)
- Divorce – (Attach copy of divorce decree/driver license/social security card)
- Other, Explain _____

NOTE: The documents indicated above must be attached to process request.

Student's Signature is REQUIRED to process the request(s)

My signature on this form certifies that I am requesting to change my name, mailing address, and/or emergency contact information. I acknowledge that this request will change my official record with the Undergraduate Admissions office.

Student's Signature _____ **Date** _____

Note: If you are employed by FGCU, please make sure to contact Human Resources with Address/Name Changes

Form may be e-mailed, mailed, faxed, or dropped off in person with a signature and valid documents to:

Undergraduate Admissions

Howard Hall
10501 FGCU Blvd. S.
Fort Myers, FL. 33965-6565
E-mail: undergrad@fgcu.edu
Phone: (239) 590-7878
Toll Free: (888) 889-1095
Fax: (239) 590-7894

For Official Use Only:

Entered into Banner - Initial and Date