Change of Address, Name, or SSN Form

Office of the University Registrar

Please fill out this entire form in legible print, checking the appropriate spaces and sending it to the following address:

Philadelphia University
Attn: Registrar's Office
School House Lane & Henry Ave
Philadelphia, PA 19144-5947

☐ Change of Name  (Must send documentation including a copy of marriage certificate, divorce papers, etc)

Student ID #: _____________________  Currently Enrolled:  ☐ Yes  ☐ No

Old Name:__________________________                      Last  First  Middle

New Name:__________________________                      Last  First  Middle

Reason for Change: ___________________________________________________

Date change is to be effective: __________________

______________________________________________________  Student's Old Signature

______________________________________________________  Student's New Signature

☐ Change of Address

Name: _____________________  Student ID #: _____________________

Change of:  ☐ Home Address  ☐ University Address

Old Address: __________________________________________________________

Street  City  Zip

Old Telephone: ______________________________

New Address: __________________________________________________________

Street  City  Zip

New Telephone: _____________________________

☐ Change of Social Security Number

Name: _____________________                      Last  First  Middle

Incorrect SSN #: _____________________  Student is in system under this #  ☐ Yes  ☐ No

Correct SSN #: _____________________  Student is in system under this #  ☐ Yes  ☐ No

______________________________________________________  Student's Signature

Date