

Change Permanent Address

Office of the Registrar, University of Memphis, 003 Wilder Tower / Fax: 678-1425

STUDENT INFORMATION

_____ U _____
LAST NAME FIRST NAME MI U-NUMBER

This is a request to change my permanent address. Please update your records to replace my previous address.

Domestic Students: Your permanent address, initially entered based on your application for admission, is used as one of the factors in determining your residency classification for fee purposes. It is your "home" address--where you reside when not currently enrolled or when classes are not in session. It must be a physical location with a valid USPS mailing address.

F1/J1 Visa Students: Your permanent address must be your out-of-country, permanent, physical home address and not a post office box.

Please check the Registrar's Personal Data Changes site for a complete explanation of all address types and their use:
http://www.memphis.edu/registrar/student/records/personal_data.htm.

NOTE: Changing your permanent address will not necessarily change your residency classification for fee purposes. Your classification as in-state or out-of-state for fee purposes is made in the Office of Admissions, based on the regulations and guidelines of the Tennessee Board of Regents. If, for any reason, you have a question about residency classification, you must request a review of your residency status before classes begin.

Student signature: _____

Date Request Made: _____ Date Address Change Effective: _____

NEW ADDRESS

ADDRESS: _____

CITY: _____ STATE: _____ COUNTRY: _____

ZIP/POSTAL CODE: _____ PHONE: (_____) _____ - _____

VERIFICATION OF CHANGE – FOR OFFICE USE ONLY

Staff Signature: _____

Date: _____