

CHANGE OF INFORMATION

FOR NAME OR PERSONAL EMAIL ADDRESS ONLY

Students can now update and revise their information in their student portal. This form may be used to request changes or corrections to a student's name or personal email address ONLY. Please note name changes require the proper supporting documentation listed below.

Name currently used by CBU: _____

Student ID: _____

Type of Change - check all that apply

Name Personal Email Address

For Name Change: A photocopy of an official document related to the change must accompany all name changes. (eg. Marriage license, vital statistics name change notification, etc.)

Please provide all information relevant to the change below.

New Name: _____

For Personal Email changes:

Previous email address: _____

New email address: _____

Signature: _____ Date Submitted: _____