



Student Information Change Request
Name, Address, and Social Security Number

Office of the Registrar • 36600 Schoolcraft Road • Livonia, MI 48150-1176
(734)432-5400 • Fax (734)432-5405 • registrar@madonna.edu

| | | |
|--------------|-------------|-----------------------|
| Name: | ID#: | Date of Birth: |
|--------------|-------------|-----------------------|

All requests to change names and social security numbers must be made in writing with accompanying legal documentation (marriage license, court order, etc.) showing both the previous and new name. A driver's license is not sufficient. An address change can be made online or in writing.

Name Change

| | | |
|---|----------------|-----------------|
| From: (last) | (first) | (middle) |
| To: (last) | (first) | (middle) |
| Would you like your MU email address changed to reflect your new last name: <input type="checkbox"/> Yes <input type="checkbox"/> No | | |

Social Security Number Change

| | |
|-----------------|-----------------|
| Old SSN: | New SSN: |
|-----------------|-----------------|

Address Change

| | | | |
|---|--------|--------------------|----------------|
| Old Address: (number and street name): | | | |
| (apt./PO Box) | (city) | (state) | (zip code + 4) |
| New Address: (number and street name): | | | |
| (apt./PO Box) | (city) | (state) | (zip code + 4) |
| Home phone: | | Cell phone: | |

Signature: _____ **Date:** _____

| | |
|--|-------|
| Office Use Only (date and initial when completed): | |
| Name Change (system, current registration forms, student file, fische) | _____ |
| Address Change | _____ |
| SSN Change | _____ |