

**SOUTHERN UNIVERSITY - BATON ROUGE CAMPUS
CHANGE OF ADDRESS FORM**

Instructions: Please complete this form and return it to the Registrar's Office in W~ W. Stewart Hall. **If you have any questions, please call (225) 771-5050.**

Each student can have as many as three addresses in the system: (1) **Permanent Address - This** is usually the student's parents address or a permanent address for all correspondence. Grades are mailed to the student's permanent address. (2) **Billing Address - This** is the address for the mailing of Billing Statements and monthly invoices and (3) **Local Address - This** is the student's local address while in school. Student's living on campus should use their P O Box address rather than their dormitory name and room number as their local address. If all three addresses are the same, list it as the permanent address.

Please Print

Student Name: _____ **SSN#** _____

1. Permanent Address:

Street _____

City _____ State _____ Zip _____

2. Billing Address:

Street _____

City _____ State _____ Zip _____

3. Local Address:

Street _____

City _____ State _____ Zip _____

I understand that it is my responsibility to notify the University of any changes in my address(es) and my failure to do so may mean that I may not receive important correspondence mailed by the University.

Student Signature: _____ **Date:** _____