



Address or Name Change Form Office of Student Records

Address Change (Please print clearly)

Student's Name: _____ **SSN (last 4):** _____
Current name on file with Student Records

Nickname or former names on file: _____

New Address: _____ **Cell Phone:** _____
Street Address or Box No.

_____ **Home Phone:** _____
City, State, Zip

Current Email: _____

Old Address: _____
Street Address or Box No.

City, State, Zip

Note: To update parent/guardian information, contact Office of Student Life (for emergency contacts or housing) 406-657-1018; or Student Accounts (for validation/payment) 406-657-1016.

Name Change (Please print clearly)

Please change my name on file to: _____.

Name change requests must be accompanied by legal documentation (marriage license, divorce decree, social security card, driver's license, etc.). You can bring documentation in person to the Office of Student Records, or send by mail (postal delivery) or by fax. Email is not a secure method of sending legal documentation. The name change will be reflected on your schedule and transcript. Diploma requests are processed separately. Your rocky.edu email will not change.

Student Signature: _____ **Date:** _____