



(07/21)

Change of Address Form

Full Legal Name: _____ Date of Birth: _____
(Please Print)

Is there another name in the computer for you (maiden/married)? If so, please provide that full name below:

Student ID #: _____ SS#: _____ -- _____ -- _____ Phone #: _____

New Address: _____

City _____ State _____ Zip _____

Address Type: ☐ Home/Permanent ☐ Local ☐ Billing ☐ Business

☐ Parent (indicate name) _____

New Email Address: _____

Signature: _____ Date: _____

Send the completed form to **one** of the options below:

- [Current Students Only: Click this link \(or Hold Ctrl and Click\) to upload via Portico.](#)
*[make sure to select Registrar and Records](#)
- Email to records@leeuniversity.edu
- Fax (423)614-8204 *call 423-614-8200 to confirm receipt of fax
- Lee University Records Office
PO BOX 3450
Cleveland, TN 37320-3450

For Office Use Only - Initial upon Completion:

____ Computer Updated

____ Date