

Hamline ID: _____ **Date:** _____**Legal Name:** _____
*Last First Middle (Birth/Maiden Name)***Student Signature:** _____

Note: If this is a new name, you must complete an official Name Change form and provide documentation of the change.

I want this address used for (check all that apply):

- Mailing address - current address
- Permanent address - parent/family/hometown address
- Parent(s) address

Note: If you are leaving Hamline for more than 3 months and wish to forward mail sent to your *campus mailbox*, please contact Hamline Mail Services.

New Address: _____ **Phone:** __________ **Effective Date:** _____**I would like to update my non-Hamline e-mail:**

- ✓ Hamline degree-seeking and licensure students are **required** to use their official Hamline accounts as their preferred e-mail account.
- ✓ Alumni, Continuing Studies, and Non-Degree students may use non-Hamline e-mail addresses (Yahoo, Hotmail, etc.) as their preferred accounts.

New Non-Hamline E-mail: _____**I would also like to update the address(es) for my parent(s):****Parent Name:** _____**Address:** _____

Phone: _____**Parent E-mail:** _____**Return completed form**

- **by email** to registrar@hamline.edu
- **by fax** to 651-523-2585
- **by mail** to Hamline University, Student Administrative Services, MS-A1750, 1536 Hewitt Ave, St. Paul MN 55104-1284
- **in person** to Student Administrative Services, East Hall 113

Call Student Administrative Services at 651-523-3000 or 800-888-2182 with questions.