Southeast Missouri State University
Office of the Registrar

Notification of Address or Address Change

Name: _______________________
Student ID: ___________________

Signature: ____________________________ Date: ____________________

Students are required to have a current address on file with the Office of the Registrar. Students living at a temporary address while attending Southeast must have BOTH a temporary address and a permanent address on file. Students who list a temporary address will receive all mail, including bills, from the University while classes are in session at the temporary address. Students who list only a permanent address will receive all mail, including bills at this address. Students who want bills sent to a different address must make that request with Student Financial Services.

NOTE: Students are NOT to list residence halls as permanent or temporary addresses. All residence hall addresses must be added or changed through the Office of Residence Life.

Permanent Address:
Street________________________________
City__________________________________
State__________ Zip__________
Telephone________________________________

Local Mailing Address:
Street________________________________
City__________________________________
State__________ Zip__________
Telephone________________________________

Optional Addresses

The following address is:
_____ Father  _____ Mother
_____ Other___________________________ (please explain)
Street________________________________
City__________________________________
State__________ Zip__________
Telephone________________________________

The following address is:
_____ Father  _____ Mother
_____ Other___________________________ (please explain)
Street________________________________
City__________________________________
State__________ Zip__________
Telephone________________________________