

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 \_\_\_\_\_

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**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 \_\_\_\_\_