

Change of Address



CONCORDIA
UNIVERSITY
CHICAGO

IF YOU ARE A FACULTY MEMBER OR STAFF MEMBER OF THE UNIVERSITY,
PLEASE CHANGE YOUR ADDRESS THROUGH **HUMAN RESOURCES**. DO NOT USE
THIS FORM.

Name: _____ ID#: _____

Address Types:

BI – Billing Address

CU – Current Address (i.e. where you live while attending Concordia, if off campus)

MA – Mailing Address

PR – Permanent Address (i.e. legal address/address used when filing income tax return)

SE – Seasonal Address (i.e. summer address, off-campus student teacher, internship address)

Please use the space below to provide the address with the appropriate address types from the choices above. Check all that apply.

Address Type: BI CU MA PR SE

Address: _____

City: _____ State: _____ ZIP: _____

Phone Number (if new): _____

If Seasonal Address (SE) type is indicated, list dates this address is in effect:

From _____ to _____.

➤ Signature: _____ Date: _____