# Address/Email/Telephone Change Form

**Mail:**  
UNC at Pembroke  
Office of the Registrar  
P.O. Box 1510  
Pembroke, NC, 28372

**OR:**  
Fax: 910-521-6328

<table>
<thead>
<tr>
<th>UNCP ID</th>
<th>8</th>
<th>4</th>
<th>0</th>
</tr>
</thead>
</table>

## Student Information

<table>
<thead>
<tr>
<th>Last Name</th>
<th>First Name</th>
<th>Middle Initial(s)</th>
<th>Suffix (Jr., II., etc.)</th>
</tr>
</thead>
</table>

<table>
<thead>
<tr>
<th>Date of Birth</th>
<th>Home/Cell #</th>
<th>Email</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td>@bravemail.uncp.edu</td>
</tr>
</tbody>
</table>

### Directions:
Please print, complete and return to the Office of the Registrar.

*** Student workers and current employees return this form to Human Resources. ***

## Address Types

### DM – Diploma Mailing Address
Address must be valid for several months after the end of graduating term. Diplomas are mailed 8-10 weeks after final grades.

### LO – Local Mailing Address
UNCP correspondence will NOT be mailed to this address.

### EC – Emergency Contact Address

<table>
<thead>
<tr>
<th>PO Box/Street</th>
<th>City</th>
<th>State</th>
<th>Zip Code</th>
</tr>
</thead>
</table>

### MA – Permanent Mailing Address
UNCP mail box cannot be used as permanent mailing address.

## Email Types

### UNCP – UNCP Email Address

### PERS – Personal Email Address

### PARN – Parent’s Email Address

### EMPL – Employment Email Address

New Email Address

## Telephone Types

### CA – Campus Address Telephone

### DM – Diploma Mailing Telephone

### LO – Local Address Telephone

### EC – Emergency Contact Telephone

### MA – Mailing Address Telephone

## For Office Use Only

Received by

Changed by

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*I assume responsibility for any consequences or problems that may occur as a result of changing of my name. There is no intent on my part to defraud the University of North Carolina at Pembroke.*

Student/Alumni Signature

Date

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*This publication is available in alternative formats upon request. Please contact Disability Support Services, DF Lowry Building, 910-521-6695*