UNIVERSITY OF ALBERTA

Office of the Registrar | uab.ca/ask

Change of Correspondence Address

Protection of Privacy - Personal information provided is collected in accordance with Section 33(c) of the *Alberta Freedom of Information and Protection of Privacy Act* (the FOIP Act) and will be protected under Part 2 of that *Act*. It will be used for the purpose of processing student requests and/or the administration of academic programs and student services by the University of Alberta. Should you require further information about collection, use and disclosure of personal information, please contact the Assistant Registrar, Enrolment Services at ropriv@ualberta.ca. Certain personal information may be made available to federal and provincial government departments and agencies under appropriate legislative authority.

INSTRUCTIONS

- Use this form to advise the Office of the Registrar and Student Awards of correspondence address or emergency contact changes. All correspondence from the University will be sent to this address.
- Sign and date the form.

Personal Information

Student ID Number	Full Name	Other Names in Full

Change of Correspondance Address

Effective Date

As of this date, all correspondance will be sent to the address below.

Date

M M D D Y Y Y Y

Street Address			
City or Town	Province	Country	Postal Code
(Area Code) Home Telephone		(Area Code) Business Telephone	
Email Address			

Change of Emergency Contact

Name		
Relationship	(Area Code) Home Telephone	(Area Code) Business Telephone

Student Signature	Date

Revised March 2025