

# FORMER STUDENTS

## STUDENT INFORMATION UPDATE

California State University, Chico  
Office of the Registrar  
Student Services Center, Room 110  
Chico, CA 95929-0720

Phone: (530) 898-5142  
Fax: (530) 898-4359  
[registrar@csuchico.edu](mailto:registrar@csuchico.edu)

**Complete this form if you are a former student to update the items listed below.**

Name: \_\_\_\_\_  
Last First Middle  
 (Name currently on CSU, Chico record)

Former Name(s): \_\_\_\_\_ Last Enrolled \_\_\_\_\_  
Semester Year

Chico State ID (if known): \_\_\_\_\_ Date of Birth \_\_\_\_\_

**STUDENT SIGNATURE**

Date

**Mark and complete only the section(s) which require update.**

<input type="checkbox"/>	<p><b>Legal Name</b></p> <p>CSU, Chico will use your legal name. If you are a current CSU, Chico employee (AS or Foundation <b>not</b> included) you may also need to change your name in Human Resources, KNDL 222.</p> <p style="text-align: center;"><b>Provide a copy of one of the following: Driver's License, Identification Card, Social Security Card, or Court Documentation</b></p> <p>Correct Name _____  <small style="margin-left: 100px;">Last</small> <span style="margin-left: 200px;"><small>First</small></span> <span style="margin-left: 100px;"><small>Middle</small></span> <span style="margin-left: 50px;"><small>(Maiden)</small></span></p> <table style="width: 100%; border: none;"> <tr> <td style="border: 1px solid black; padding: 2px;">Office Use Only</td> <td style="border: 1px solid black; padding: 2px;">PS <input type="checkbox"/></td> <td style="border: 1px solid black; padding: 2px;">Record <input type="checkbox"/></td> <td style="border: 1px solid black; padding: 2px;">IN <input type="checkbox"/></td> </tr> </table>	Office Use Only	PS <input type="checkbox"/>	Record <input type="checkbox"/>	IN <input type="checkbox"/>
Office Use Only	PS <input type="checkbox"/>	Record <input type="checkbox"/>	IN <input type="checkbox"/>		

<input type="checkbox"/>	<p><b>Social Security Number</b></p> <p>If you are a current CSU, Chico employee (AS or Foundation <b>not</b> included) you will need to change your SSN in Human Resources, KNDL 222. We cannot process your request.</p> <p style="text-align: center;"><b>Provide a copy of your Social Security Card.</b></p> <p>SSN on record _____ -- --</p> <p>Correct SSN _____ -- --</p> <table style="width: 100%; border: none;"> <tr> <td style="border: 1px solid black; padding: 2px;">Office Use Only</td> <td style="border: 1px solid black; padding: 2px;">PS <input type="checkbox"/></td> <td style="border: 1px solid black; padding: 2px;">Record <input type="checkbox"/></td> <td style="border: 1px solid black; padding: 2px;">IN <input type="checkbox"/></td> </tr> </table>	Office Use Only	PS <input type="checkbox"/>	Record <input type="checkbox"/>	IN <input type="checkbox"/>
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<input type="checkbox"/>	<p><b>Date of Birth</b></p> <p style="text-align: center;"><b>Provide a copy of one of the following: Driver's License, Identification Card, or Birth Certificate</b></p> <p>Date of Birth _____  <small style="margin-left: 150px;">Month</small> <span style="margin-left: 100px;"><small>Day</small></span> <span style="margin-left: 100px;"><small>Year</small></span></p> <table style="width: 100%; border: none;"> <tr> <td style="border: 1px solid black; padding: 2px;">Office Use Only</td> <td style="border: 1px solid black; padding: 2px;">PS <input type="checkbox"/></td> <td style="border: 1px solid black; padding: 2px;">Record <input type="checkbox"/></td> <td style="border: 1px solid black; padding: 2px;">IN <input type="checkbox"/></td> </tr> </table>	Office Use Only	PS <input type="checkbox"/>	Record <input type="checkbox"/>	IN <input type="checkbox"/>
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If you are a current CSU, Chico employee (AS & Foundation **not** included) you must also change your information in Human Resources Service Center, KNDL 220.

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<input type="checkbox"/>	<b>Gender</b> <b>Provide a copy of your Driver's License or Identification Card</b>				
Gender (Circle One):                      Male                      Female                      Non-Binary					
<table border="1" style="display: inline-table;"><tr><td style="padding: 2px;">Office Use Only</td><td style="padding: 2px;">PS <input type="checkbox"/></td><td style="padding: 2px;">Record <input type="checkbox"/></td><td style="padding: 2px;">IN <input type="checkbox"/></td></tr></table>		Office Use Only	PS <input type="checkbox"/>	Record <input type="checkbox"/>	IN <input type="checkbox"/>
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<input type="checkbox"/>	<b>Permanent Address:</b> This is the address utilized when classes <b>are not</b> in session e.g. Winter/Spring break, summer, and after graduation.		
Street _____			
Number	Street	Room/Apt #	
City _____		State _____	Zip _____
Telephone Number _____		Country _____	
	Area Code		

<input type="checkbox"/>	<b>Family Educational Rights and Privacy Act (FERPA)</b> The Family Educational Rights and Privacy Act (FERPA) designates certain information related to students as 'directory information' and gives the university the right to disclose such information without the students permission, unless the students specifically request that all such information not be released without their written consent. Additional information is available at <a href="http://www.csuchico.edu/registrar/ferpa">www.csuchico.edu/registrar/ferpa</a>
Please be aware that restricting your information could also restrict your ability to access your information without picture identification.	
<b>Provide a copy of your Driver's License or Identification Card</b>	
<input type="checkbox"/> <b>RESTRICT</b> directory information	
--OR--	
<input type="checkbox"/> <b>RELEASE</b> directory information	

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