

COLLEGE FOR CREATIVE STUDIES  
**NAME/ADDRESS CHANGE FORM**

\_\_\_\_\_  
Date

\_\_\_\_\_  
Name [Current]

\_\_\_\_\_  
Student I.D. Number

\_\_\_\_\_  
New Name [As you wish it to appear on file. Legal documentation, i.e. a copy of the marriage license, divorce document, etc. must accompany this form in order to process this change.]

**EMAIL ADDRESS:** \_\_\_\_\_

Are you an international student studying in the U.S. on an F-1 visa?

Yes

No

**PREFERRED MAILING ADDRESS:**    **Select One**

Local

Permanent

[The Preferred Mailing Address designates that during the regular academic school year most CCS mail (official notices, etc...) will be sent to the preferred mailing address.]

**LOCAL ADDRESS:**    [Where you will be living while attending classes.]

\_\_\_\_\_  
Local Address

\_\_\_\_\_  
Local City

\_\_\_\_\_  
Local State

\_\_\_\_\_  
Local Zip Code

\_\_\_\_\_  
Local Phone Number

\_\_\_\_\_  
Cell Phone Number

\_\_\_\_\_  
Date this address expires

**PERMANENT ADDRESS:**

[Where we will be able to contact you while school is not in session. In addition, **all tuition statements are mailed to this address unless indicated otherwise in the Billing Address below.**]

\_\_\_\_\_  
Permanent Address

\_\_\_\_\_  
Permanent City

\_\_\_\_\_  
Permanent State

\_\_\_\_\_  
Permanent Zip Code

\_\_\_\_\_  
Permanent Phone Number

\_\_\_\_\_  
Cell Phone Number

**BILLING ADDRESS:**

[Where we will be mailing your tuition statements. If no information is given here, your bills will be mailed to your permanent address listed above.]

\_\_\_\_\_  
Billing Name

\_\_\_\_\_  
Billing Address

\_\_\_\_\_  
Billing City

\_\_\_\_\_  
Billing State

\_\_\_\_\_  
Billing Zip Code

\_\_\_\_\_  
Billing Phone Number

\_\_\_\_\_  
Cell Phone Number

\_\_\_\_\_  
Student's Signature/Date

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Return to: CCS, Academic Advising & Registration, 201 E. Kirby Street, Detroit, MI 48202-4034 or FAX form to (313) 872-1521  
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**Registration Office Use**

Computer Entered    Date/Initial \_\_\_\_\_

Copy sent to International Student Services?