



INSTRUCTIONS Save this PDF to your computer, open using Adobe Reader, complete, print, sign and submit to the Admissions Office.

**Please attach a legible photocopy of your driver's license or passport showing your legal name.
A legible JPEG or PDF of your identification is acceptable.**

Your legal name as it appears on your submitted ID will be the name used on your official records at California Northstate University. Your legal name will also appear on your student ID Badge and email address.

If you change your legal name, then you must submit the *Change of Personal Information Request* form including the required supporting documentation to the Office of the Registrar.

Required New Student Forms:

- New Student Form & Photocopy/Image of Government Issued Photo ID (*Submit with Enrollment Agreement*)
- Authorization to Release Student Records (*Submit by Orientation to the Office of the Registrar*)
- Emergency Contact and Medical Information form (*Submit by Orientation to the Office of the Registrar*)
- Change of Address (*Submit to the Office of the Registrar after establishing your local address.*)

STUDENT INFORMATION

Documentation Attached (*check one*): Driver's License/State-Issued ID Passport

Salutation (*e.g. Ms., Mr., etc.*): _____ **Sex** (*e.g. Male, Female, etc.*): _____ **Date of Birth** (*mm/dd/yyyy*): _____

Legal Name: _____
First Middle Last

Previous/Maiden Name: _____
Last First Middle

College (*check one*): COP COM CHS (CHS program admitted to: _____)

Class of: _____ (*yyyy*) or Non-Degree Seeking Student

STUDENT CONTACT INFORMATION

While you are a student at CNU, all University/College email notices and correspondence will be sent to your CNU email address. You are responsible for checking your CNU email account on a regular basis. In the event that you lose access to your CNU email or it no longer valid (due to graduation, college withdrawal, etc.) your personal email will be used.

Primary Phone #: _____ **Secondary Phone #:** _____

Personal Email 1: _____

Personal Email 2: _____

NOTE: If supplying an undergrad email address, please also include a personal email in the event that your undergrad email is terminated.

If you change your contact information including local/home/billing addresses, please update your information through the Student Portal or complete the *Change of Address* form and submit to the Office of the Registrar. Registrar forms are located on campus and on the CNU website, <http://www.cnsu.edu/about/registrar/registrar-services>.

I certify that I am the above named person and the information I have provided is accurate.

Student Signature: _____ **Date:** _____

FOR OFFICE USE ONLY - This form and supporting documentation are stored by College's Admission Office.

Updated 02/16 OR

Date Received: _____ Date Processed: _____ Processed/Verified By: _____