

INFORMATION UPDATE

The University of Tennessee at Chattanooga
The Records Office, Dept. 5155
615 McCallie Avenue
Chattanooga, TN 37403

UTC ID # or SS # _____ UTC Email _____

Current Full Name _____
(as listed currently with UTC)

PLEASE CHECK THE APPROPRIATE BOX OR BOXES BELOW:

- | | |
|--|---|
| <input type="checkbox"/> Graduate | <input type="checkbox"/> Athlete |
| <input type="checkbox"/> Undergraduate | <input type="checkbox"/> Veteran |
| <input type="checkbox"/> Transient | <input type="checkbox"/> Alumni – Graduation Date _____ |
| <input type="checkbox"/> Incoming Student – Term _____ | |

To enhance student services, the University will use your UTC email address for official communications.
Please check your UTC email on a regular basis.

DIRECTIONS: Please complete the section(s) which applies:

I. NAME CHANGE REQUEST

Must attach official, legal documentation that shows why a name change has occurred. (Ex: divorce papers, marriage certificate, etc.)

New Name _____
LAST FIRST MIDDLE

II. ADDRESS/PHONE NUMBER CHANGE REQUEST

Home Address Change (Mailing)

Local Address Change

STREET ADDRESS

STREET ADDRESS

CITY, STATE, ZIP CODE

CITY, STATE, ZIP CODE

AREA CODE, TELEPHONE #

AREA CODE, TELEPHONE #

Submit completed form to: The University of Tennessee at Chattanooga
Records Office, Dept. 5155
615 McCallie Avenue
Chattanooga, TN 37403
Fax # (423) 425-2172