



Registration & Records
Enrollment Management Services
333 S. Twin Oaks Valley Road, CRA 3900
San Marcos, CA 92096
760-750-4814

Instructions:

Complete and deliver to Cougar Central located in Craven Hall, Room 3900.

Prior to the change, as a security measure, an email will be sent to your CSUSM account verifying the requested change.

Your request will be processed within 7-10 business days; verification of the change may be seen on the student system.

For Office Use Only:

Date received: _____

Date processed: _____

Initials: _____

Revised: 11/21/2007

CHANGE OF ADDRESS

STUDENT INFORMATION:

Last Name: _____

First Name, Middle Initial: _____

Student ID: _____

CSUSM Email: _____

Daytime Phone: _____

Please update my **MAILING** address in the student system:

OLD ADDRESS:

Street 1: _____

Street 1: _____

City: _____ State: _____ Zip: _____

NEW MAILING ADDRESS:

Street 1: _____

Street 1: _____

City: _____ State: _____ Zip: _____

Direct your questions to registrar@csusm.edu From your CSUSM Cougar email, you may also submit a request to change your address. Be sure to indicate in the subject line: ADDRESS CHANGE; in the body of the email, include your name, student ID number, and all the pertinent information listed above. *Your CSUSM email account will serve as your electronic signature.*

Student Signature: _____ Date: _____