



TRINITY UNIVERSITY

One Trinity Place
San Antonio, Texas 78212-7200

OFFICE OF THE REGISTRAR

Phone: 210-999-7201 Fax: 210-999-7202
E-Mail: ROFFICE@TRINITY.edu

ADDRESS CHANGE REQUEST

STUDENT NAME: ID NUMBER:
PRINT Last First Middle

NEW HOME ADDRESS (Note: A campus box is not a valid home address):

STREET: TELEPHONE:
CITY/ST: ZIP+4 CELL:

NEW LOCAL ADDRESS:

STREET: TELEPHONE:
CITY/ST: ZIP+4

EMERGENCY POINT OF CONTACT (Normally Parent(s) or Spouse)

NAME: TELEPHONE:
Last First
RELATIONSHIP: [ ] Parents [ ] Father [ ] Guardian
[ ] Mother [ ] Spouse [ ] Other

At its discretion Trinity University may disclose directory information without the student's permission in accordance with the provisions of the Family Education Right and Privacy Act (FERPA). Directory information is defined as that information which would not generally be considered harmful or an invasion of privacy if disclosed. Trinity has designated the following information as directory information: student name, Trinity ID number, local, permanent and temporary addresses, telephone numbers, electronic mail address, date and place of birth, photograph, major/minor field(s) of study, class schedule, date of attendance, previous educational institutions attended, degrees and awards received, enrollment status, participation in officially recognized activities and sports, and height and weight of members of athletic teams. A student may request in writing that all directory information be withheld. This option may be exercised by filing a written request at the Office of the Registrar; please note that such requests are binding for all information to all parties other than for those exceptions allowed under the Act. Students should consider all aspects of a Directory Hold prior to filing such a request. The request will remain in effect until revoked by the student. The student's name, addresses, telephone numbers, and E-mail address may be published in the Faculty, Staff & Student Directory if the Registrar has not received a request to withhold the information within the first 5 class days of the fall semester. If no request is filed, directory information may be released upon inquiry.

STUDENT SIGNATURE: DATE: