



INSTRUCTIONS 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, including transcript and diploma, at California Northstate University. Your legal name will also appear on your student ID Badge and email address.

If you change your legal name following the start of the semester, 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*)
- Emergency Contact and Medical Information form (*Submit to Admission Office by end of Orientation*)
- *Optional:* Authorization to Release Student Records form (*Submit by end of Orientation to the Office of the Registrar*)

STUDENT INFORMATION

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

Legal Name: _____
First Middle Last

Previous/Maiden Name: _____
First Middle Last

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

Program/College: _____ **Cohort/Class of:** _____

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 In the event that you lose access to your CNU email or it no longer valid (due to graduation, college withdrawal, etc.)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. Changing your information on the Portal will not update your W-9. You must submit a new W-9 to the Business Office.

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

Student Signature: _____ **Date:** _____

(Your signature is required. A typed name, a font made to look like a signature, nor a digital signature will not be accepted.)

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

Updated 07/18 OR

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