



## South Suburban College

### Change of Address Request

Student ID # \_\_\_\_\_ Fall \_\_\_\_\_ Spring \_\_\_\_\_ Summer \_\_\_\_\_

Last Name \_\_\_\_\_ First \_\_\_\_\_ Middle \_\_\_\_\_

Home Phone Number \_\_\_\_\_ Alternate Phone \_\_\_\_\_

NEW ADDRESS			
Street Address	City	State	Zip Code
PREVIOUS ADDRESS			
Street Address	City	State	Zip Code

Student Signature: \_\_\_\_\_ Date: \_\_\_\_\_

By signing, I hereby certify to the best of my knowledge the information furnished is true and complete. Employees of the college are required to file a separate change form in personnel.

*If you have an address change; or returned mail; you are required to provide a valid driver's license or state issued ID card with the in-district address. If you are unable to provide either one of those items, see additional acceptable items below.*

A total of three documents (one from each category below) will be required to verify in-district residency. Each document must list the student's name and residential address (not a Post Office box), and at least one of the documents must be dated within the last 30 days.

Category I	Category II	Category III
Contract to purchase home in district	Paycheck stub	Bills:
Home Insurance Declaration Page	Tax return	-Gas
Homeowner's Association Notice	W-2	-Electric
Mortgage Agreement	1098-T (not from South Suburban College)	-Telephone
Property Closing Statement	1099 Interest Statement	-Water
Rental Contract or Lease	Social Security Statement	-Medical/Dental
Voter's Registration Card *	FAFSA downloaded information	-Credit Card Statement
Voter's History (online)	INS Documentation	Installment Loan Documentation (Car/Boat/Motorcycle, etc.)
Shelter Residency Document	Voter's Registration Card *	Library Card (must include name and address)
	Vehicle Registration Card	Bank Statement
	Healthcare Eligibility Card from Healthcare and Family Services	
	Current Illinois Firearm Owners ID Card (FOID Card)	
	Jury Duty Notice	
	Unemployment Check Stub	
	Military Active Duty/Discharge Documentation	

\*Can be used for either Category I or II – not both

### Documents Provided Must Accompany This Form

#### Registration Office Only

Processed By \_\_\_\_\_ Date \_\_\_\_\_