

# Change of Address Form

Due to government regulations, it is extremely important that you notify the Office of International Students and Scholars of an address change as soon as you have moved. We are required to update your information in the Student and Exchange Visitor Information System (SEVIS) within ten days of notification. Please keep the detachable receipt to prove that you have notified our office of the change of address. The Office of International Students and Scholars is not responsible for any immigration problems you may encounter if you do not notify our office of the change.

Family Name: \_\_\_\_\_ First Name: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip code: \_\_\_\_\_ -- \_\_\_\_\_

Phone Number: \_\_\_\_\_ Email: \_\_\_\_\_

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

## Type of address change (check one of the following)

- Working, post-grad (OPT)
- Moved—local (academic year)
- Moved—local (summer)
- Moved—permanent (graduated)

## EIU Staff Use Only

Address changed in ACCESS database:

Initials and date: \_\_\_\_\_

Address changed in SEVIS system:

Initials and date: \_\_\_\_\_

Registrar sent copy:

Initials and date: \_\_\_\_\_