

# West Virginia University at Parkersburg Name and Address Change Form

INSTRUCTIONS: Complete all sections of the form and return it to the Records Office.

WWUP ID _____	Date _____
Former Name _____	Present Name _____
Old Address _____	New Address - Street _____
City, State, Zip _____	City, State, Zip _____
County _____	County _____
Old Phone Number _____	New Phone Number _____
	Student Signature _____

## Name/Address Change Information

A student may submit a signed written request to change their name/address by one of the following ways:

- Completing the form at the Admissions & Records Office in Parkersburg or the Jackson County Center Office
- Sending the form by fax to: 304-424-8332
- Sending the form by mail to: WVU Parkersburg Admissions & Records, 300 Campus Drive, Parkersburg, WV 26104.

WVU Parkersburg Admissions and Records Office, 300 Campus Drive, Parkersburg, WV 26104  
304-424-8220

