

Belmont Abbey College
Request for Address Change

Students should bring this form to the Registrar's office.
Faculty, Staff, and others should bring this form to Human Resources

We are required to have proof of identity. Please bring your Social Security card, , Drivers License, Passport, Campus ID, or NC Identification Card.

Please check all that apply so all records may be updated
_____ Student _____ Faculty _____ Staff _____ Other association with the college

People_Code ID (may be found on Campus ID): _____

Name _____
 First Middle Last

New Address _____

Telephone Numbers _____ (Work) _____ (Home) _____(Cell)

Emergency Contact _____

Telephone Numbers _____ (Work) _____ (Home) _____(Cell)

Signature _____ Date _____

Authorized Signature _____ Date _____

Requestor will need to pick up New Account Letter from Information Technology and get a New Campus ID card from Campus Police and Public Safety.

Routing Information: Registrar or Human Resource Office will scan signed agreement and send pdf to email address Change Address@bac.edu for routing to Financial Aid, etc.