



CHANGE of ADDRESS

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Loyola University Chicago, Registration and Records
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www.luc.edu/regrec

All address updates are to be made using LOCUS. This form is used only when LOCUS is unavailable. Once completed on-line, this form can be submitted electronically by clicking on the button at the bottom of the page. Please include your name and LUC ID# on the Subject line of the e-mail. This form may also be returned by fax or regular mail. Pease type or print clearly.

FERPA Notice: The information contained in this form contains personally identifying information and may be protect by FERPA. Do not share with anyone who does not have a legitimate educational interest in the student's record. This form, and any copies thereof, should be destroyed by Loyola one year after the date of submission.

Name: _____ Date: _____

Student ID #: _____ Phone #: _____ e-mail: _____

Former Address (to be updated or corrected)

Address 1 (Street number and name):

Address 2 (Unit or Apartment number):

City: _____ State: _____ Country: _____

Zip/Postal Code: _____

New Permanent Address

Address 1 (Street number and name):

Address 2 (Unit or Apartment number):

City: _____ State: _____ Country: _____

Zip/Postal Code: _____

New Mailing Address (If mail is not received at Permanent Address)

Address 1 (Street number and name):

Address 2 (Unit or Apartment number):

City: _____ State: _____ Country: _____

Zip/Postal Code: _____

Signature (typed if LUC ID is provided): _____ Date: _____

Date of Graduation or Last Date of Attendance* (If a former student without a student ID #): _____

Please submit by clicking here: ADMCHGREG@luc.edu