

Request to Change E-mail Address

School/Program: _____ UCID: _____

Legal Name (in UC records): _____

Current E-mail Address: _____

Requested E-mail Address: _____

Last name in e-mail address must match legal last name

Requests normally are processed within one to two weeks. Within 24 hours after your request is processed, you will see the new e-mail address as your UCSF e-mail address when you log in to the student portal. Messages sent to your old e-mail address normally will continue to be delivered to your account.

FOR OFFICE USE ONLY:

Registration Assistant _____ Date _____