



## Campus Update Request Form

**Accepted for the current term until the census date. If received after census, the form will be processed for the following term.**

First Name: \_\_\_\_\_ Last Name: \_\_\_\_\_ Date: \_\_\_\_\_

Summer only      Yes      No

University ID: \_\_\_\_\_ Classification: \_\_\_\_\_ Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Permanent address: \_\_\_\_\_ Mailing address: \_\_\_\_\_

Do you wish to change your mailing address to the permanent address listed above?      Yes      No

Are you currently residing in campus housing?      Yes      No

*If you have signed a Tarleton Residence Life Housing Contract for the current academic year occupancy period, **you cannot change your campus**. Tarleton supports a one-year on-campus residency requirement for the Stephenville campus.*

TSI (Texas Success Initiative) complete?      Yes      No

*Stephenville and Fort Worth students are not required to be TSI complete as there are developmental education course offerings.*

### Campus you are CURRENTLY attending:

Stephenville      Fort Worth      Waco      Bryan      Distance Learner (Online)

### Campus you are REQUESTING to attend\*:

Stephenville      Fort Worth      Waco      Bryan      Distance Learner (Online)

*If you live in Erath, Eastland, Hood, Palo Pinto, Comanche, Hamilton, Somervell, Parker, Tarrant, Johnson, McLennan, Dallas, Ellis, or Hill counties, you **CANNOT** change your campus to Distance Learner (Online). **Residents of these counties must choose a physical campus location for student support. Distance learner students will be required to submit proof of residency: lease/rental agreement, utility bill in your name (or you must include a signed letter from the individual listed on bill)***

*Distance learner requests will not be processed without proof of residency.*

Is your major and concentration offered at the requested campus?      Yes      No

Reason for campus change request: \_\_\_\_\_

Advisor signature: \_\_\_\_\_ Date: \_\_\_\_\_

### Student Acknowledgement and Responsibilities:

**I understand submitting this request does not guarantee approval.** I certify the above information and any documents provided are true and correct.

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

Return to the Registrar's Office

Email: [registrar@tarleton.edu](mailto:registrar@tarleton.edu)

Fax: 254-968-9389

Mail: Box T-0620 Stephenville, TX 76402

In person: Tarleton Center-Texan Services (Stephenville) or  
The Texan Hub (Fort Worth)

Updated 03/2024

Registrar Use  
Processed By:

\_\_\_\_\_  
Initials

\_\_\_\_\_  
Date