OFFICE OF THE REGISTRAR
PROVIDENCE COLLEGE

Biographical Data Update Form

- If you are an employee of the college, disregard this form and reach out to Human Resources.
- Alumni should reach out to the Office of Institutional Advancement (alumni@providence.edu) to inform them of any updates.
- To update parent information, please contact the office of the registrar@providence.edu.

Current Information:

First Name		**Last Name**		**MI**	
Banner ID or last 4 of SSN					

Type of update:

☐ New Student Mailing Address (MA): _____

☐ New Cell Phone: _____

☐ New Personal Email: _____

☐ Legal Sex: ☐ Male ☐ Female Update to: ☐ Male ☐ Female

☐ Citizenship
Previous _____ **New:** _____

☐ I have provided supplemental documents (Naturalization/Visa) needed for citizenship update.

☐ Name change (provide new name):

Type of document submitted (2 forms of ID required)

☐ Social Security Card (Preferred) ☐ Passport ☐ License/State ID

☐ Marriage Certificate/Divorce Decree ☐ Court Order ☐ Other _____

Name _____ **Signature** _____ **Date** _____

| Harkins Hall 310 | | p. 401-865-1033 | | records@providence.edu |

For internal Use Only: Processed By: _____ Date: _____

☐ SPAIDEN/SPAPERS updated ☐ BDM-form ☐ SPACMNT (BDC) ☐ Notify IA/ED Updated 3/20/26