



University of South Alabama
Diploma Mailing Address Change Form

390 Alumni Circle, Suite 1100, Meisler Hall Mobile, AL 36688

Phone: 251-460-6251 Fax: 251-460-6123 Email: graduation@southalabama.edu

To check your diploma mailing address on file, please go to your PAWS account and view Address and Phones under Personal Information. In PAWS it is listed as Diploma Mailing Address. If the information is correct, you do not need to do anything.

Changing your mailing address on PAWS does not affect your diploma address. You must submit this form to change your diploma address.

If corrections need to be made -- Print, complete, and mail, email, or fax this form to:

University of South Alabama
Registrar's Office
390 Alumni Circle, Suite 1100
Mobile, AL 36688
Email - graduation@southalabama.edu
Fax: (251) 460-6123

Student Name: _____

Student Jag Number: _____

New Diploma Address: _____

Student Phone Number: _____

Student Signature

Date

This form must be submitted by
the last day of classes for your graduation term.