



Office of Human Resources
 Norfolk State University
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 Norfolk, VA 23504-8019

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CHANGE OF ADDRESS REQUEST FORM

TO: Human Resource Office

FROM: _____
 Employee Requesting Address Change

 Social Security Number

RE: Change of Address

DATE: _____

My address has been changed as indicated below:

New Address _____

New Telephone #: _____

Old Address _____

Hourly _____

Classified _____

 Signature

 Keyed & Forwarded to Payroll (Initial)

 Date