

Alabama State Department of Education  
 Educator Certification Section



5215 Gordon Persons Building  
 Post Office Box 302101  
 Montgomery, AL 36130-2101

Telephone: (334) 694-4557  
[www.alsde.edu/EdCert](http://www.alsde.edu/EdCert)

**REQUEST FOR CHANGE OF NAME AND/OR ADDRESS**

- This is to request a change of **address** on my records in the Educator Certification Section. **No fee is required for this action. A new certificate will not be issued.**
- This is to request a change of **name** on my records in the Educator Certification Section. **No fee is required for this action. A new certificate will not be issued.**

**APPLICATION FORMS ARE NOT ACCEPTED BY FAX OR E-MAIL.**

**TYPE OR PRINT LEGIBLY, USING BLACK INK, WHEN COMPLETING THIS FORM**

|                   |       |        |        |      |                    |
|-------------------|-------|--------|--------|------|--------------------|
| Title (e.g., Mr.) | First | Middle | Maiden | Last | Suffix (e.g., Jr.) |
|                   |       |        |        |      |                    |

**CURRENT ADDRESS:**

|                                    |      |       |          |
|------------------------------------|------|-------|----------|
| Street/Apt./P.O. Box/Route and Box | City | State | ZIP Code |
|                                    |      |       |          |

|                |                |                |                |
|----------------|----------------|----------------|----------------|
| Cell Telephone | Home Telephone | Work Telephone | E-mail Address |
| (   )          | (   )          | (   )          |                |

|                        |                            |
|------------------------|----------------------------|
| Social Security Number | Date of Birth (mm-dd-yyyy) |
| -   -                  | -   -                      |

**CITIZENSHIP OR NATIONAL STATUS** (Per Alabama Act No. 2011-535, as amended by Alabama Act No. 2012-491)

- Yes  No I declare that I am a citizen of the United States; **OR**
- Yes  No I declare that I am an alien lawfully present in the United States.

I understand that if at any time it is determined by the Alabama State Department of Education that I am not lawfully present in the United States, the Alabama State Department of Education will deny this benefit or will terminate this benefit.

I understand that in accordance with Ala. Code 1975 § 31-13-7 (h) "Any person who knowingly makes a false, fictitious, or fraudulent statement or representation in a declaration executed pursuant to subsection (g) shall be guilty of perjury in the second degree pursuant to Section 13A-10-102."

**I certify that all information pertaining to this application form is true and correct.**

**FAILURE TO SUBMIT ACCURATE INFORMATION MAY RESULT IN REVOCATION OR NONISSUANCE OF YOUR CERTIFICATE.**

\_\_\_\_\_ Date

\_\_\_\_\_ Signature of Applicant