

# Arts & Sciences Division Contact Information Update Sheet

- 1) We will use this information to contact you if needed.
- 2) Please indicate if you want us to give your students your phone numbers.  
(Students will NEVER be given your home address. We will also not distribute your phone numbers without your consent).
- 3) We will use your email and phone number to set up a digital store front account, so please check your email regularly. The Print Shop will only call you if there are any questions with your print jobs.
- 4) Please remember to update this information as it changes.

Department: (Please Circle One)

Humanities

Social Sciences

## Contact Info:

		Give to Students: (Circle One)
Name:		
Address:		
Home Phone:		Yes      No
Cell Phone		Yes      No
Daytime Phone:		Yes      No
Email:		

Complete form; sign; and return to Brooke Gramling in LRC 331 or at [bgramli@osuokc.edu](mailto:bgramli@osuokc.edu)