



**K-6 Campus**  
**7-12 Campus**

**PATERSON CHARTER SCHOOL FOR SCIENCE & TECHNOLOGY**

276 Wabash Avenue, Paterson, NJ 07503 **P** 973-345-4400 **F** 973-345-4636  
196 W. Railway Avenue, Paterson, NJ 07503 **P** 973-247-0600 **F** 973-247-9924

[www.pcsst.org](http://www.pcsst.org)

**EMPLOYEE CHANGE OF ADDRESS/EMAIL/NAME/TELEPHONE FORM**

Employee's Legal Name \_\_\_\_\_

*If this is a name change, please write your former name. (For name change, please provide a copy of your new Social Security card or marriage license.)*

New PCSST Email Address Request \_\_\_\_\_

New Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

New Telephone # \_\_\_\_\_ New Cell Phone # \_\_\_\_\_

Effective Date of Change \_\_\_\_\_ Employee Signature \_\_\_\_\_

**For Office Use Only**

- IT \_\_\_\_\_
- I9 \_\_\_\_\_
- Database \_\_\_\_\_
- Employee Information Binder \_\_\_\_\_
- Insurance Agent \_\_\_\_\_
- Main Office ~ Mailbox \_\_\_\_\_ School Reach Program \_\_\_\_\_