

# EMPORIA STATE UNIVERSITY

■ FINANCIAL AID, SCHOLARSHIPS, &  
VETERANS SERVICES

## Paper Communication Form

Campus Box 4038, 1 Kellogg Circle, Emporia, KS 66801-5415  
Phone: (620) 341-5457 or 1-800-896-0567 Fax: (620) 341-6088  
finaid@emporia.edu

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The Emporia State University Office of Financial Aid, Scholarships, & Veterans Services sends most communications regarding your aid application status and award notices electronically to you through our secure Buzz In portal to your ESU email account.

If you prefer to communicate with our office via paper for these communications, please complete this form.

\_\_\_\_\_ E \_\_\_\_\_  
Student Name (Please Print) Student ID #

I request that future communications regarding my **financial aid application aid status and award notices** be sent to my mailing address through the U. S. Postal Service, instead of electronically through the Buzz In email/website system. I understand that it is my responsibility to ensure that my correct mailing address is on file with the Registrar's Office.

I further understand that this authorization applies only to the Office of Financial Aid, Scholarships, & Veterans Services and will remain in effect until I submit a written request to cancel this form. (*To cancel, submit your request to the address above or electronically to [finaid@emporia.edu](mailto:finaid@emporia.edu)*)

Student Signature \_\_\_\_\_ Date \_\_\_\_\_

Witness \_\_\_\_\_ Date \_\_\_\_\_

**This form must be notarized if submitted through mail.**