Every student is responsible for informing the Admissions Office about changes regarding their:

- Mailing address
- E-mail address
- Phone number
- Contact person

and do so via the "Contact Sheet" form available at the Admissions Office or <u>www.vsm.sk</u>.

Change of name/surname must be documented by:

 Notarized Marriage Certificate copy or a Registry (*matričný* úrad) Decision about change of name/surname*

*BSBA and MBA students must deliver all documents officially translated into English.