

COLORADO SUPREME COURT OFFICE OF ATTORNEY ADMISSIONS

CHANGE OF PERSONAL CONTACT INFORMATION

If your personal contact information such as **mailing address, email or telephone number changes, you must report such changes immediately.**

- **Log in to your application account**
- **Select PROFILE in the navigation bar at the top of the page**
- **Record applicable changes and save**

You are responsible for ensuring that your contact information is updated within your application account. A new change must be recorded each time your contact information changes (*even if a reported change is temporary and you are returning to a previous address in the future*). Changes to personal contact information will not be accepted over the telephone or by email.

Important information concerning your eligibility to sit for the bar exam, admission badges, character and fitness inquiries and bar examination results will be transmitted via your CiviCore application account portal. If you are registered to take the exam using your laptop computer, all notices of registration, deadlines and updates will be sent via email. Don't miss these important notices by failing to keep your contact information up to date.