



Directory Assistance

Finance & Administration

UNIVERSITY OF GEORGIA

Phone: 706-542-0000

Email: operator.uga.edu

Departmental Listing Update Request Form Instructions

Completion and submission of this form will update your departmental listing in the Directory Assistance (706-542-3000) database.

Enter complete name of department.

Enter date request is submitted.

Enter specific departmental listing update names, area code, and phone number.

Use special instructions section to add effective dates, additions, deletions, etc.

This form must be signed by your Telephone Representative or Department Head.

If you need assistance, contact Anjelette Finch at 706-542-3000 or you may email operator@uga.edu.



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<p>For Directory Assistance Use Only</p> <p>Operator:</p> <p>Date Modified:</p>
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Departmental Listing Update request Form

Completion and submission of this form will update your departmental listing in the Directory Assistance (706-542-3000) database.

Department:		Date Submitted:	
Department listing update*	Area code	Telephone Number	
<p>*Note: Only department listings in the Directory Assistance database may be updated using this form. Listings for individuals may be updated through OneUSG Connect.</p>			
Special instructions:			
Requested by:			
	Telephone Representative or Department Head only		