

**REQUEST FOR CHANGE IN STUDENT RECORD**

Please complete name and Social Security number as carried in College record:

LAST NAME

FIRST

SOCIAL SECURITY NO.

As they currently appear on your record.

My Social Security number is wrong. Please change it to:

SOCIAL SECURITY NO

(Attach a copy of your Social Security card)

Please change my name to: (Submit a copy of the documentation of your name change)

LAST NAME

FIRST

My birth date is wrong: (Submit an official copy of your birth certificate or driver license)  
Please change to:

DATE OF BIRTH

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Date

Signature of Student

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Date Processed

Registrar Signature

cc: Financial Aid/Student

7/2014