



# Admissions & Records Change of Status Form

**\*\*For updating records, please present a physical copy of your Social Security Card and/or a valid ID, and allow us 7 to 10 business days to process your request.\*\***

Student ID # \_\_\_\_\_

Name \_\_\_\_\_  
Last First Middle Date of Birth

**Change Address:**

Street \_\_\_\_\_ City \_\_\_\_\_ Zip Code \_\_\_\_\_  
E-mail \_\_\_\_\_ Phone( ) \_\_\_\_\_

**Change Name:**

Former Name \_\_\_\_\_  
Last First Middle

Current Name \_\_\_\_\_  
Last First Middle

**Change Social Security Number:**

Student *MUST* present a copy of original Social Security Card

Incorrect Number : \_\_\_\_\_

Correct Number: \_\_\_\_\_

**Duplicate Student ID:**

Incorrect Number: \_\_\_\_\_

Correct Number: \_\_\_\_\_

**Change Major:** \_\_\_\_\_

Signature \_\_\_\_\_