

OFFICE USE ONLY  
 Date Changed: \_\_\_\_\_  
 Initials: \_\_\_\_\_



**Academic and Personal Information Change Form**

DATE \_\_\_\_\_ STUDENT ID NUMBER \_\_\_\_\_

FULL NAME OF STUDENT \_\_\_\_\_ Have you applied for graduation?  YES  NO

Changes need to be made to the following information: (complete only sections below that need to be changed, other sections should be left blank)

- Change of Name (must attach legal documentation)
- Change of Social Security Number (must attach legal documentation)
- Change of Address
- Change of Advisor
- Change Major

Do you have a mailing address hold that needs to be removed?  
 YES  NO

**CHANGE OF NAME**  
 Change name to (must attach legal documentation): \_\_\_\_\_  
FIRST MIDDLE LAST

**CHANGE OF SOCIAL SECURITY NUMBER**  
 Change Social Security Number to (must present a copy of your new card): \_\_\_\_\_

**CHANGE OF ADDRESS**  
 PERMANENT ADDRESS (residence – NOT a PO box)  
 Address \_\_\_\_\_  
 City, State, Zip \_\_\_\_\_  
 County \_\_\_\_\_  
 Phone \_\_\_\_\_

**MAILING ADDRESS** (may be changed on BRIDGE)  
 Address \_\_\_\_\_  
 City, State, Zip \_\_\_\_\_  
 County \_\_\_\_\_  
 Phone \_\_\_\_\_

**CHANGE OR ADD ADVISOR (for degree seeking students only)**  
 Take this form to the appropriate program coordinator to be assigned a new advisor and to obtain signature.  
 CHANGE ADVISOR  ADD ADVISOR  
 New Advisor Signature: \_\_\_\_\_  
 Previous Advisor Signature: \_\_\_\_\_  
 Signature of Program Coordinator \_\_\_\_\_  
 Under whom new major/advisor is offered \_\_\_\_\_

**CHANGE OR ADD A MAJOR (for degree seeking students only)**  
 Changing a major also requires changing an advisor, adding a major requires adding a advisor. **If this box is completed, also complete change of advisor box above and obtain signatures.**  
 CHANGE MAJOR  ADD MAJOR  
 Degree:  AA  AS  AAS  ASN Catalog Year \_\_\_\_\_  
 Program \_\_\_\_\_ Concentration (if any): \_\_\_\_\_

STUDENT SIGNATURE (required) \_\_\_\_\_