

## **Thinking of Changing Your Program?**

It is important that you meet with an advisor before changing your program/curriculum. This will help ensure you are changing to the program that aligns with your educational and career goals.

Once you have identified the appropriate program, complete a Change of Student Information form (located below). Complete the boxes shaded in red and return the form to Student Development (located on the ground floor of the Gee Building).

**Scroll Down to the Change of Information Form**



# CHANGE OF STUDENT INFORMATION

**PRINT your information as it *currently* appears on your file.**

**NAME:** \_\_\_\_\_

LAST

FIRST

MIDDLE

**STUDENT ID NUMBER:** \_\_\_\_\_ **DATE OF BIRTH:** \_\_\_\_\_

**CHANGES TO BE PROCESSED:** (Only complete the sections to be changed.)

*Proper documentation must be attached for name change.*

**NEW NAME:** \_\_\_\_\_

LAST

FIRST

MIDDLE

**NEW MAILING ADDRESS:** \_\_\_\_\_

Apt/Lot # \_\_\_\_\_ County \_\_\_\_\_

\_\_\_\_\_

City

State

Zip

**NEW HOME PHONE:** (\_\_\_\_) \_\_\_\_\_ **NEW CELL PHONE:** (\_\_\_\_) \_\_\_\_\_ **NEW WORK PHONE:** (\_\_\_\_) \_\_\_\_\_

**NEW E-MAIL ADDRESS:** \_\_\_\_\_

*Copy of Social Security Card and photo ID must be attached for SSN change.*

**INCORRECT SOCIAL SECURITY NUMBER TO BE REMOVED:** \_\_\_\_\_

**CORRECT SOCIAL SECURITY NUMBER TO BE ADDED:** \_\_\_\_\_

**ACADEMIC PROGRAM / ADVISOR CHANGE**

*Circle New Program Type: Certificate / Diploma / Assoc. Degree*

**FROM:** \_\_\_\_\_ **TO:** \_\_\_\_\_

*I authorize Alamance Community College to make the requested changes to my student record.*

**Student Signature** \_\_\_\_\_ **Date** \_\_\_\_\_

**System Updated by:** \_\_\_\_\_ **Date** \_\_\_\_\_