



Personal Information Change Request Form

Student Name: _____

College Wide ID (current students): _____

Social Security Number (alumni or prior students): _____

Indicate one or more of the following items to be changed:

☐ **Student Legal Name**

Requires a copy (not the original) of one of the following valid legal documents:

☐ Marriage License

☐ Adoption Certificate

☐ Active Driver's License

☐ Divorce Decree

☐ Court Order

AND
Social Security Card

Previous: _____

Change To: _____

☐ **Phone Number**

☐ Cell

☐ Home

Previous: _____

Change To: _____

☐ **Permanent Address**

Previous:

Change To:

Street

Street

P.O. Box or Apartment Number

P.O. Box or Apartment Number

City

State

Zip

City

State

Zip

Student Signature

Date

Office Use Only	
Date	Initials

Current on-campus students please bring completed form (along with copies of the required documentation) to the Admissions and Registration Office in the College Welcome Center or to South Sioux City, West Point, or O'Neill. If not on campus, please return the completed form (along with copies of the required documentation) to: Northeast Community College, Admissions and Registration Office, PO Box 469, Norfolk, NE 68702-0469.

August, 2022