



## Student Record Change Form

Student Full Name (as it appears in SIS): \_\_\_\_\_

Germanna Student ID Number: \_\_\_\_\_

Preferred Phone Number: \_\_\_\_\_

Current Term (Fall, Spring, or Summer): \_\_\_\_\_

Current Year: \_\_\_\_\_

**Complete ONLY the section(s) below that correspond with the information you would like to have updated in the Student Information System (SIS).**

Change of Name (official documentation required):

First Name: \_\_\_\_\_

Middle Name: \_\_\_\_\_

Last Name: \_\_\_\_\_

Change of Address:

House Number and Street: \_\_\_\_\_

City, State, and Zip Code: \_\_\_\_\_

Change of Social Security Number (must show original SSN card):

Last four (4) digits of SSN:      X X X - X X - \_\_\_\_\_

Change of Telephone Number:

Home / Cell / Work (Circle One): \_\_\_\_\_

Other Change Requested: \_\_\_\_\_

Student's Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Office Use Only

Verified Original Documentation (if applicable):      ☐ Yes      ☐ No

Person who updated information in SIS: \_\_\_\_\_

Date of update: \_\_\_\_\_