

CHANGE OF INFORMATION

☐ Current Student

☐ Former Student

☐ New Student

ctcLink ID Number	Last Name	First Name	Middle Initial
Previous SID # (if applicable)	Previous Name (if applicable)		

PLEASE COMPLETE ONLY THE INFORMATION BELOW THAT NEEDS TO BE CHANGED

New Last Name	New First Name	New Middle Initial
New Address: Street	City	State Zip
New Contact Numbers		
Cell Phone:	Other Phone:	
ctcLink ID Number <i>or</i> Social Security Number		
Incorrect:	Correct:	
Miscellaneous Changes: Email, Citizenship, Gender, Etc.		

Student Signature (Required)

Date

OFFICIAL USE ONLY:

Received by _____

Date _____

What personal information needs to be changed?

You should always keep your student information current. This includes your name, address, telephone number and email address.

How do I change my personal information?

You can make changes to most of your personal information online by logging into your ctcLink Student Homepage account at www.cptc.edu/mycc, then select 'Profile'.

How do I change or update my Social Security Number?

To make a change or to update your Social Security Number, you must submit valid documentation from the Social Security Administration and provide proof of identification.

How do I change my name?

If you have a name change, you must submit one of the following documents supporting your name change with this form.

- Government issued ID
- Divorce decree
- Marriage certificate
- Court order document

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