

REQUEST TO CHANGE STUDENT RECORD INFORMATION



OFFICE OF ADMISSIONS AND RECORDS • P.O. Box 2216 • Decatur, AL 35609 • 256.306.2500

Student must present a photo ID to process this request.

Instructions: Current students should complete this form to update name, address, and/or phone number. If you have not been enrolled within the past three semesters, a new application for admission should be completed.

Student ID#: _____

Name: _____
Last First Middle Former Name

Current Address: _____
Street/Route/Box City State Zip

Phone: _____ (This will be the number used to contact you)

Personal Email Address: _____

Signature: _____

****Return this completed form in person to the Admissions and Records Office, or scan and email the form to admissions@calhoun.edu. If emailed, a legible copy of your government issued ID (driver's license, military ID, passport, etc...) must accompany this form ****

FOR ADMISSIONS OFFICE USE ONLY

Date Updated: _____ Updated By: _____

Note: _____