



Mail Form To:
Admissions & Registration
SY CC 201
P.O Box 19000
Portland, OR 97280-0990

Student Records Change of Information Form

Admissions & Registration
Phone: 971-722-8888, Option 2
Sylvania Fax: 971-722-4988
Rock Creek Fax: 971-722-7419
Cascade Fax: 971-722-5410
Southeast Fax: 971-722-6336

Name changes require:

1. One piece of valid photo identification with current name **AND**
2. A copy of an official name change document

Valid photo identification: passport, Oregon Drivers License, military identification card, Alien Registration Receipt Card (with photograph), and photo identification cards issued by government agencies.

Official name change document: divorce decree, marriage license, immigration documents, etc.

Social Security Number changes must include a copy of the signed Social Security card.

Use this form to change/add the following information (check all that apply):

- ☐ Name
- ☐ Address/Phone
- ☐ Social Security Number

PCC OFFICE USE ONLY

Received by _____ Date _____ Campus _____

All documentation must be copied, validated and sent to the Student Records office for processing.

Previous Information:

_____ Last Name	_____ First Name	_____ Middle	_____ Social Security No.
_____ Address			_____ Phone #
_____ City	_____ State	_____ Zip	_____ Gender

New Information:

_____ Last Name	_____ First Name	_____ Middle	_____ Social Security No.
_____ Address			_____ Phone #
_____ City	_____ State	_____ Zip	_____ Gender

Student Signature

Date