

Indicate the reason you are submitting this form (check all that apply).

- Update physical and/or email address
- Legal change of name or correction of existing name (this requires appropriate documentation, see below)
- Correction of existing SSN or national ID (this requires your Social Security Card)
- Update marital status: ___Single ___Married ___Divorced
- Other: _____

Former Last Name (Currently on Record):	Former First Name (Currently on Record):	Former Middle Name (Currently on Record):
New Last Name:	New First Name:	New Middle Name:
ARCC Student ID/Star ID Number:	Former Social Security Number Or National ID (Currently on Record):	New Social Security Number Or National ID (If Applicable):
Current Address:		
<i>Please note: your mailing address and email address can be updated in E-Services under Account Management.</i>		
Current Phone Number:	E-mail Address:	

Name Change Policy

A.

Submit **TWO** forms of identification from this column. At least one must be a Photo ID. Both must show current legal name.

--AND--

B.

Submit **ONE** form of documentation from this column.

Driver's license or state identification

OR

Valid/unexpired passport

AND

Social Security Card with signature

Marriage Certificate

Divorce Decree

Birth Certificate

Court Order

I authorize Anoka Ramsey Community College to update my personal information per this request, and to correspond with me, if necessary, at the above personal contact information. I verify that all documentation and identification presented is current and accurate. I understand that I am responsible for any errors resulting from this change.

Student's Signature	Date
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Please Return to Anoka-Ramsey Community College, Records Office

763-433-1400

Cambridge Campus
300 Spirit River Dr S
Cambridge, MN 55008
Fax: 763-433-1841

Coon Rapids Campus
112000 Mississippi Blvd NW
Coon Rapids, MN 55433
Fax: 763-433-1401