



CHANGE OF STUDENT INFORMATION

Office of Records & Registration

1480 Nashville Pike

Gallatin, TN 37066

v. 615-230-3466

f. 615-230-3645

Student ID: _____

NAME ON RECORD: _____
LAST FIRST MI

NAME or SOCIAL SECURITY NUMBER CHANGES: Please put correct information in the following block, then sign and date at the bottom of the page.

SOCIAL SECURITY NUMBER * _____
LAST NAME * _____
FIRST NAME * _____
MIDDLE INITIAL * _____

*Official documentation must accompany this request before it can be processed. Documentation may be in the form of a marriage certificate, divorce decree, court document for adoption or legal name change, or a social security card.

ADDRESS CHANGES: Please put correct information in the following block, then sign & date at the bottom of the page. Should your Permanent or Mailing Address change to an out-of-state address, you may be subject to out-of-state fees.

PERMANENT HOME ADDRESS
STREET ADDRESS _____
CITY _____ STATE _____ ZIP _____
COUNTY _____ TELEPHONE NUMBER: _____

IF YOUR MAILING ADDRESS IS THE SAME AS ABOVE SKIP THIS STEP. If different from above, please list your mailing address here for all college correspondence.
STREET ADDRESS _____
CITY _____ STATE _____ ZIP _____
COUNTY _____ TELEPHONE NUMBER: _____

Signature

Date