Schoolcraft College

Personal Data and Academic Program Change Form

Please print:

Student Number: _____ **or Last four digits of SSN:** _____

Student Name: _____ _____ _____
Last First Middle

Instructions: All personal data changes and academic program changes must be recorded below.

- Students with name changes must provide:
  - Social security card, driver's license and/or court papers reflecting their new name.
- All residency changes will be verified by mail and proof of residency is required at the time of change. Please refer to Important Dates for the deadline for residency changes that impact tuition rates.
  - A copy of a driver's license or Michigan ID card is required with this form for changes to be processed.

International Students: If you are in the U.S. with any type of visa status, it is pertinent that you change your address with USCIS within 10 days. If you are an F-1 student, please notify the International Coordinator. Failure to do so could result in deportation.

***Please note**: If you wish to enter a limited or restricted program, you must complete an application for that program. For more information on these programs visit www.schoolcraft.edu/programs/limited.asp*

Personal Data Change

Please update all changes. All changes will become effective with the date on this form.

Name:

_____
Last First Middle

New Address:

_____
Number Street APT City State Zip

Phone: _____ Email:_____
Area code and telephone number

Emergency Contact – Name: _____ **Phone No.** _____

Academic Program Change

To view the program code list, visit: www.schoolcraft.edu/programs/programs.asp?p=fs

☐ **Skills Certificate** ☐ **Certificate** ☐ **Associate/Transfer Degree**

_____ _____
Current Program Name **Current Program Code**

_____ _____
New Program Name **New Program Code**

Non-degree seeking (Program Code: 00900) is not eligible for financial aid.

Student Signature: _____ **Date**: _____

Schoolcraft College
Admissions and Enrollment Center – McDowell Center
18600 Haggerty Road, Livonia, MI 48152
Phone: 734-462-4426
Fax: 734-462-4553

Office Use Only
Proof of Residency: _____
Resident _____
Non-Resident _____
Verified by: _____ Date: _____