

**CENTRAL CAROLINA TECHNICAL COLLEGE
CHANGE OF ADDRESS/NAME FORM**

Name (as it appears in computer) _____,
Last First MI

Social Security Number: _____

Home Telephone Number: _____

___ Change My Address To: _____
Street or P.O. Box

City State Zip

___ Change My Name To: _____,
(New Legal Name) Last First MI

Current Date

Signature

To Change Last Name:

1. To Married Name – need copy of marriage license & picture ID,
2. From Married to Maiden – need divorce decree stating use of maiden name and picture ID. A divorce decree without this statement is not enough to change the name.
3. Decreed by Legal Document – must have the legal document issued by the court and picture ID.

NOTE: A person may use any name as long as there is no intent to defraud. However, legal name is required by the college for official records.

To Change First Name and /or Complete Name:

1. Must have court document containing name change and picture ID.

Valid Legal Documents:

1. Birth Certificate
2. Court Decree
3. Marriage License – for last name only
4. Military Identification Card

Note: Tuition fees are determined based on in-county, out-of-county, or out-of-state status at the time of application. To determine residency eligibility, contact the Admissions Office at (803) 778-6605 or (803) 778-1961 ext 205.

Send all documentation to the Center for Student Information

FOR OFFICE USE ONLY:

Date Entered _____

Initial _____

Check Form GUASYST _____