# VIRGINIA PENINSULA COMMUNITY COLLEGE

**Name & Personal Information Update Form**

Enrollment Management | admissions@vpcc.edu
Hampton Campus, Kecoughtan Hall | Williamsburg Campus, Student Services

This form is used to add, update, or correct student information in our Student Information System (SIS). Please note that if you are an active student with VPCC, you can update your mailing address and personal email address in SIS under your Student Center in the Personal Information section.

ID#: _____  First Name: _____  Last Name: _____

Email: _____@email.vccs.edu  Phone #: _____

Student Signature: _____  Date: _____

## CURRENT and FORMER STUDENTS

**Name Change:**  Must submit a Government Issued ID (front and back) **OR** Marriage License **OR** Court Documents showing updated name.

| Name: (Last, First, Initial) | Name: (Last, First, Initial) |
|---|---|
| -OLD- | -NEW- |

**Social Security Number:** Must submit a front and back copy of the signed social security number card to update number in system.

| Social Security Number: | Social Security Number: |
|---|---|
| -OLD- | -NEW- |

**Date of Birth:** Must submit a Government Issued ID (Front and Back) **OR** Birth Certificate with updated/correct date of birth.

| Date of Birth: | Date of Birth: |
|---|---|
| -OLD- | -NEW- |

**Gender:** Must submit official Court documents stating the updated/corrected gender.

| Gender: | Gender: |
|---|---|
| -OLD- | -NEW- |

**Address Change:**

Street Address: _____ Apt. #: _____

City, State, Zip: _____ Phone #: _____

**Personal Email Address:**

Email Address: _____