

## PERSONAL DATA CHANGE REQUEST

Your name as it appears on the records of the college:

Last Name: \_\_\_\_\_ First Name: \_\_\_\_\_ Middle Initial: \_\_\_\_\_

Cortland ID Number: C00-\_\_\_\_\_ or Social Security Number: \_\_\_\_\_

### CHANGE OF ADDRESS:

**Please note:** All *Residence Hall* changes must go through Residential Services and all *Local Address* changes are made through myRedDragon (BannerWeb).

Permanent Address

Parent Guardian Address

Check if same as Permanent Address

\_\_\_\_\_  
*Street Address*

\_\_\_\_\_  
*Street Address*

\_\_\_\_\_  
*City State Zip Code*

\_\_\_\_\_  
*City State Zip Code*

\_\_\_\_\_  
*Country (If other than USA)*

\_\_\_\_\_  
*Country (If other than USA)*

\_\_\_\_\_  
*Telephone Number*

\_\_\_\_\_  
*Telephone Number*

By signing below you confirm that the changes made to your personal data are accurate and correct.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

### CHANGE OF NAME:

SUNY Cortland requires LEGAL documentation for any change in name (i.e., driver's license, social security card, marriage certificate, divorce decree, or court order).

New Name: \_\_\_\_\_ Former Name: \_\_\_\_\_  
*(Your name as it appears on our records)*

Reason for Name Change:

Marriage  Divorce  Correction  Legal  Other

By signing below you confirm that the changes made to your personal data are accurate and correct.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_