



# SUNY Orange Student Accounts Change of Information Form

**Current Information on File:**

Name: \_\_\_\_\_  
\_\_\_\_\_

Student Id# A \_\_\_\_\_

Social Security # \_\_\_\_\_

**Updated Information:**

Requested Name Change: \_\_\_\_\_

Corrected Social Security # \_\_\_\_\_

**Former Residence Address:**

\_\_\_\_\_  
\_\_\_\_\_

**New Residence Address:**

\_\_\_\_\_  
\_\_\_\_\_

**Mailing Address: (if different from residence address)**

\_\_\_\_\_

Effective Date of Change: \_\_\_\_\_

**Telephone #'s:**

Home: \_\_\_\_\_ Cell: \_\_\_\_\_ Work: \_\_\_\_\_

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

**Change Requirements:**

Name change requires a copy of marriage certificate, divorce decree, or other legal documentation permitting name change. \*A driver's license cannot be used for a name change.

Social Security number change require a Social Security Card.

Legal address change within the same county requires postmarked document with new address on it. Mailing address change requires postmarked document with new address on it. Address change to Orange County from other county requires document with date of change such as utility bill, cable bill, telephone bill, etc. (rental agreement aloe cannot be used for legal address change). Address change to New York State residence from an out of state address requires New York State Income taxes (Parent's State and Federal if dependent), New York state Driver's License and one other document proving New York State for one full year prior to the semester.

**Office Use Only**

Name: \_\_\_\_\_ Address – PR: \_\_\_\_\_ Address- PO: \_\_\_\_\_ SS#: \_\_\_\_\_

County: \_\_\_\_\_ to \_\_\_\_\_ Citizenship: \_\_\_\_\_ to \_\_\_\_\_ Residence: \_\_\_\_\_ to \_\_\_\_\_ Reassess Fees: \_\_\_\_\_

Student Accounts: \_\_\_\_\_ Date: \_\_\_\_\_ Registrar: \_\_\_\_\_ Date: \_\_\_\_\_ Student Services Central: \_\_\_\_\_ Date: \_\_\_\_\_