



**White Mountains**  
Community College

Registrar's Office  
2020 Riverside Drive  
Berlin, NH 03570  
Fax: (603) 752-6335

**CHANGE OF PERSONAL INFORMATION**

**INSTRUCTIONS**

1. Complete ALL required information
2. Return completed form to the Registrar's Office

PLEASE PRINT – Complete all information requested below.

<input type="checkbox"/> Fall <input type="checkbox"/> Spring <input type="checkbox"/> Summer    Year ____	
<b>CURRENT NAME:</b>	<b>STUDENT ID:</b> A <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>
<b>PREVIOUS ADDRESS (to be inactivated)</b>	<b>PREVIOUS PHONE NUMBER (to be inactivated)</b>
Street or PO Box:	Home:
City, State, Zip:	Cell:
<b>PREVIOUS PERSONAL EMAIL ADDRESS (to be inactivated)</b>	
<input type="text"/>	

**INFORMATION TO CHANGE OR ADD**

<b>LEGAL NAME CHANGE*</b>	
First:	
Middle:	
Last:	

\*Official documentation is required for a legal name change. You must attach a copy of your driver's license, SSN card, or a Marriage or Divorce Certificate.

<b>Preferred Name Change*</b>
First Only:

\*A preferred name is the name a student wishes to be known by in the CCSNH system that is different from a legal name. It is not meant to be used to record a nickname (e.g. Jimmy for James). CCSNH preferred name applies to first names only. Any surname changes will need to be done through the legal name process.

<b>Login Information Acknowledgement</b>	<b>Initial</b> _____
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(Initial if changing name. Otherwise, leave blank. My initial here indicates that I am aware changing my first name, first initial, or last name will impact my access to SIS, WMCC email address, CANVAS, etc. I will contact WMCC IT Support at [WMCCITSupport@ccsnh.edu](mailto:WMCCITSupport@ccsnh.edu) to receive my updated username. I will inform my instructors of any name change.

<b>NEW PERSONAL EMAIL ADDRESS (to be updated)</b>
<input type="text"/>

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

**REMEMBER:**  
**Official documentation is required for a legal name change.**  
**You must attach a copy of your driver's license, SSN card, or a Marriage or Divorce Certificate**

<b>REGISTRAR USE ONLY</b>	
Updated by:	Date: