

Change of Name, Address/Phone Number Form

Return your completed form in person to the Enrollment Center, by fax to (505) 428-1468 or by mail to
Enrollment and Student Services
Santa Fe Community College
6401 Richards Ave.
Santa Fe, NM 87508

Student ID A

Correct SS# _____
(Proof Required*)

Please print clearly.

Current Name on Record _____
Last First MI

Name Change _____
(Proof Required*) Last First MI

Name Correction _____
Last First MI

Permanent Address _____
Street Apt./Space#

City State ZIP

Mailing Address same as permanent address

PO Box/Street Apt./Space#

City State ZIP

Phone Numbers _____ Home Cell Work

_____ Home Cell Work

Student Signature _____ **Date** _____

FOR OFFICE USE ONLY			
Received by: _____	Date: _____	Processed by: _____	Date: _____
Current Residency/Term: _____	Revised Residency/Term: _____		
Verified by: _____	Date: _____	Pending for term: _____	

*For name or SSN changes, valid proof is required and must be submitted with this form. Examples of such documentation are: marriage certificate, birth certificate, driver's license, original social security card or court order for legal name change.

Students are responsible for keeping their mailing address, physical address and phone number current.

Changing your address may effect your residency status and tuition rate.

The college's district for tuition purposes matches the Santa Fe Public School District. In addition to Santa Fe, it includes Glorieta, Madrid, Cerrillos, Lamy, La Cienega, Galisteo and Tesuque.

Minimum residency for in-state tuition is 12 consecutive months. If you moved here from another state, your residency status for tuition purposes does not change automatically once you have lived here for 12 months: you must submit an in-state residency application and provide proof you have established residency to Enrollment and Student Services before the deadline to change your status (Section 21-1-3 NMSA, 1978 Comp).

For information about residency status for tuition purposes, call (505) 428-1270.

