



Hennepin Technical College™

# Student Information Change

**PLEASE PRINT**

Student Tech ID or StarID: \_\_\_\_\_ Date: \_\_\_\_\_

Student Name: \_\_\_\_\_  
*Last Name First Name Middle Name*

**Change of Name:**

Must provide legal proof of name change, a photo ID with new name, and your Social Security card with new name.

New Name: \_\_\_\_\_  
*Last Name First Name Middle Name*

**Correction of Social Security Number:** \_\_\_\_\_

Must provide a photo ID and Social Security card with matching name.

**Correction of Date of Birth:** \_\_\_\_/\_\_\_\_/\_\_\_\_

Must provide a photo ID with birthdate.      MM      DD      YYYY

**Change/Correction of Personal Email Address:**

Email Address: \_\_\_\_\_

**Change of Designated Gender Marker:**

Former Designated Gender:     Male     Female      New Designated Gender:     Male     Female  
Must provide photo ID to verify identity. Gender on ID will not be considered relevant. (Note: At this time, we are only able to support binary genders: male or female.)

Submit **TWO** forms of identification from this column. At least one must be a photo ID

**AND**

Submit **ONE** form of documentation from this column

- Driver's license or state identification**
- Social security card with signature**  
(this must accompany a social security number change)
- Valid/unexpired passport**  
(required for international student requests)

- Marriage Certificate**
- Divorce Decree**
- Court order**

**Student Signature** (required): \_\_\_\_\_ **Date:** \_\_\_\_\_

Note: Information submitted on this form will be directed to the appropriate staff members to respond to your request and will become part of your academic record which is protected data. For Hennepin Tech's Privacy Policy, visit HennepinTech.edu.

**For Office Use Only**

Document(s) Verified     ISRS Updated     D2L Administrator Notified     ImageNow Updated:

Entered in ISRS By: \_\_\_\_\_ Date: \_\_\_\_\_