

Change of Student Personal Information Form



Complete and return form to the Registrar's Office through your MyPima Account/Registrar File Portal, or email to registrar@pima.edu or mail to 4905 E. Broadway Blvd., Tucson, AZ 85709-1120.

To ensure security of your personal information, all change requests must include a copy of an official identification card (i.e. state issued ID/driver's license, passport etc.) and other information as required per the change request.

Current Information

Last Name: _____ First Name: _____ Middle Name: _____

Student ID/"A" Number: _____ Preferred Name (*if different*): _____

Address: _____ City: _____ State: _____ ZIP: _____

Phone Number: _____ Date of Birth (*DD/MM/YY*): _____ Gender (*Male/Female*): _____

I would like to change my (*check all that apply*):

Permanent/mailling address Phone Number

Address: _____ City: _____ State: _____ ZIP: _____

Phone Number: _____

Social Security Identification: _____ Copy of your social security identification card (**required**)

Primary Name:

- Your primary name must be your legal name. It will be used for conducting all College business.
- Attach a copy (do not provide originals) of one of the following documents: your birth certificate, driver's license, state-issued ID card, passport, social security card, marriage license, divorce decree or court order for a legal name change.

First Name: _____ Middle Name: _____ Last Name: _____

Preferred First Name:

- If you are a current student, you may indicate a preferred first name ("Preferred Name"), other than your primary first name, by which you will be commonly known at the College. Your preferred name will appear on class rosters, grade rosters, College-sponsored activity schedules, course management systems and in the College's online directory. Your primary name will remain unchanged in all other College systems where use of your legal name is required.

Preferred First Name: _____

Date of Birth:

- A copy of one of the following documents is **required** (do not provide originals): your birth certificate, driver's license, state-issued ID card, passport or legal court document.

Change my date of birth to (*DD/MM/YYYY*): _____

Gender:

- No documentation is required to verify your gender and make changes to the College's records.
- Please Note: You may be required to indicate your gender identity listed on your birth certificate on other documentation, such as financial aid forms.
- Preferred Gender Designation: Male Female Decline to designate

Student Signature (**Required**)

Date (**Required**) (*DD/MM/YYYY*)