

**ALPENA COMMUNITY COLLEGE  
STUDENT INFORMATION - CHANGE/CORRECTION FORM**

Name \_\_\_\_\_  
(currently on record)

S.S. # or  
Student ID #: \_\_\_\_\_

**Student Status:**      **New**    \_\_\_\_\_      **Current**    \_\_\_\_\_      **Former**    \_\_\_\_\_

(Please complete a new *Admission Application* if over 2 years since last attendance.)

**NEW INFORMATION - *complete only areas that need correction***

Name \_\_\_\_\_ Date of Birth \_\_\_\_\_

Address \_\_\_\_\_ Soc. Sec # \_\_\_\_\_  
(requires copy of S.S. card)

Marital Status \_\_\_\_\_

( preferred contact number for class cancellations/notifications)

Phone \_\_\_\_\_ (home)

\_\_\_\_\_ (cell)

E-mail Address \_\_\_\_\_

Program  
of Study \_\_\_\_\_  
(change to)

Advisor \_\_\_\_\_  
(Assigned by Admissions and/or Campus Services office)

Emergency Contact Person \_\_\_\_\_  Spouse  Parent/Guardian  Child  Other

Emergency Contact Phone \_\_\_\_\_

High School \_\_\_\_\_

H.S. Grad Year \_\_\_\_\_

Other \_\_\_\_\_

\_\_\_\_\_  
Student Signature

\_\_\_\_\_  
Date

Please remember to sign and date the form, then mail or deliver it to:

**ACC Records Office  
Van Lare Hall 108  
665 Johnson Street  
Alpena, MI 49707-1497**

or FAX to 989-358-7561

**OFFICE USE**

Updated on: \_\_\_\_\_ Updated by: \_\_\_\_\_

If you have questions about updating the personal data in your student record, please call **989-358-7353** (toll free in Michigan: 1-888-468-6222, ext. 7353).