Saddleback College — Student Information Update Form

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Office of Admissions and Records

Important: In order to make changes to your name, date of birth, social security number, or educational information, you must present legal documentation (i.e. marriage license, court order, passport, driver's license, social security card, official transcripts, diploma, official verification letter, etc.).

Student's Name – Last, First, MI	Student ID Number
Email Address	**Telephone Number**

SECTION A:

Update Name To:

Last: _____ **First:** _____ **MI:** _____

Update Date of Birth To:	Update Social Security Number To:

SECTION B:

College of Record Change

I am requesting to change my college of record to Saddleback College from Irvine Valley College (_____) Please initial.

Brief explanation for changing College of Record: _____

Have you applied for Financial Aid through Irvine Valley College? ☐ **YES** ☐ **NO**
Students receiving financial aid through IVC may not change their college of record unless they receive a sign off from a SC Financial Aid Officer:

Signature of SC Financial Aid Officer: _____
Signature **Print Name**

Are you currently in the EOPS program through Irvine Valley College? ☐ **YES** ☐ **NO**
Students enrolled in EOPS through IVC may not change their college of record unless they receive a sign off from a IVC EOPS Officer:

Signature of IVC EOPS Officer: _____
Signature **Print Name**

SECTION C:

Major Change

I would like to change my major to: _____ **Effective Term** _____

If unsure or undecided on major, please see an Academic Counselor for assistance. The Office of A&R cannot advise students on selecting a major

For office use only:

Date Rec'd:	Rec'd By:	Updated in SIS:	Entered By:

STUDENT ID#

SECTION D:

Educational Status Change (*Please check only one.*)

- ☐ Earned a high school diploma* Date:
- ☐ Special student currently enrolled in high school
- ☐ Not a high school graduate, enrolled in adult school
- ☐ Not a high school graduate
- ☐ Passed GED or received certificate* Date:
- ☐ Earned certificate of California High School Proficiency* Date:
- ☐ Earned foreign secondary diploma or certificate* Date:
- ☐ Earned an Associate degree* Date:
- ☐ Received a Bachelor's degree or higher* Date:
- ☐ Special student currently enrolled in K-8

Legal documentation required for these options

SECTION E:

Educational Goal Change (*Please check only one.*)

- ☐ 1. Prepare for a new career (acquire job skills)
- ☐ 2. Advance in current job/career (update job skills)
- ☐ 3. Discover/formulate career interests, plans, goals
- ☐ 5. Obtain a two-year associate degree without transfer **
- ☐ 6. Earn a career technical certificate without transfer ** Major:
- ☐ 8. Obtain an associate degree and transfer to a 4-year institution **
- ☐ 9. Transfer to a 4-year institution without an associate degree **
- ☐ 10. Maintain license *
- ☐ 11. Improve basic skills (English, Reading, Math)
- ☐ 12. Complete credits for HS diploma or GED
- ☐ 13. Educational Development *
- ☐ 14. Undecided on goal
- ☐ 15. To move from noncredit coursework to credit coursework
- ☐ 16. 4-year college student taking courses to meet 4 year requirements*

Educational Goals that do not require Matriculation: 10, 13, and 16 (Exception: All high school seniors are required to matriculate.)

****Eligible Educational Goals for Financial Aid (5, 6, 8, 9) require you to complete Matriculation.***

By signing below, I understand that changing my educational information may adversely affect my ability to:

- Receive financial aid
- Receive a priority registration date
- Enroll in English, math, or in a course that requires English or math as a pre-requisite.

_____ _____

Student Signature *Date*