

# Legal Name and Social Security Number Change



Washtenaw Community College - Office of Student Records

To update your name and/or Social Security Number with Washtenaw Community College, please provide the following documents:

## LAST NAME CHANGE

- Updated **Driver's License** or **State ID**

## FIRST OR FULL NAME CHANGE

- Updated **Driver's License** or **State ID**, *and*
- Copy of court order or legal document that shows the name change

## SOCIAL SECURITY NUMBER CHANGE

- New **Social Security card**, **letter from Social Security Administration** or other document that demonstrates your Social Security number change, *and*
- A **Driver's License**, **State ID** or other photo ID. The name must match documents mentioned above

### LEGAL NAME CHANGE:

Student ID: @00 \_\_\_\_\_

Former Name: \_\_\_\_\_

New Name: \_\_\_\_\_

### SOCIAL SECURITY NUMBER CHANGE:

Student ID: @00 \_\_\_\_\_

Name: \_\_\_\_\_

Former SSN: \_\_\_\_\_

New SSN: \_\_\_\_\_

## HOW TO SUBMIT FORM:

### IN PERSON

Welcome Center  
Student Center Building  
2nd Floor

### BY MAIL

Washtenaw Community College  
Welcome Center  
4800 East Huron River Drive Ann  
Arbor, MI 48197-4800

### BY FAX

(734) 973-3368  
ATTN: Legal Name Change  
or Social Security Number  
Change

### BY EMAIL

info@wccnet.edu  
Use your WCC student email  
account.  
*NOTE: Social Security Number  
changes cannot be emailed.  
Please use another method.*