Tompkins Cortland Community College
Global Initiative Office, Room 248

F-1 Data Update Form

You must notify your Designated School Official (DSO) (list available in the Global Initiatives Office 248) and complete this form if any changes to your **name**, **address** or **degree program** in order to process within **10 days of the change in SEVIS**.

Current Name (Last, First)

_____,_____
       (Last/Family)   *(First/Given)*

TC3 Student ID number_____ Current Email: _____

SEVIS ID #: N000 _____Current Phone: _____

Please return this form to the Global Initiatives Office (248), or fax to (607) 844-6543, or email to Maria Barrero (meb@tompkinscortland.edu)

Please check which type(s) of data change you are requesting, and complete the corresponding section below:

A. _____ Name change (must be documented in your passport)

B. _____ Change of address

C. _____ Change of degree program

A. Name Change: *(Please include a copy of your new passport indicating this change)*

Previous First/Given Name: _____ Previous Last/Family Name: _____

New First/Given Name: _____ New Last/Family Name: _____

B. Address Change:

New Address: _____ Address valid beginning *(mm/dd/yyyy):* ____/_____/_____

                    _____

C. Degree Program Change (Also get form from Student Success Office)

Previous Degree Program: _____

New Degree Program*: _____

New Academic Advisor: _____

*Please note- also complete <u>degree change form</u> through our Office of Student Success (Room 101) for your official TC3 record

Updated 2/10/2021