



Lincoln College

Registrar's Office

**Name/Contact Information Amendment Form**

ID Number: \_\_\_\_\_

**NAME AND ADDRESS (As presently reflected in College records)**

\_\_\_\_\_  
First (PRINT CLEARLY) Middle and/or Maiden – (OPTIONAL) Last

\_\_\_\_\_  
Mailing Address City State Zip

\_\_\_\_\_  
Home Phone: Area Code, Number Cell Phone: Area Code, Number Email Address

**PLEASE AMMEND MY EDUCATIONAL RECORD TO REFLECT THE FOLLOWING:**

\_\_\_\_\_  
First (PRINT CLEARLY) Middle and/or Maiden – (OPTIONAL) Last

\_\_\_\_\_  
Mailing Address City State Zip

\_\_\_\_\_  
Home Phone: Area Code, Number Cell Phone: Area Code, Number Email Address

If the amendment action concerns a Name Change, please indicate a usage preference and type of supporting documentation below:

- I authorize the college to include my former name in parenthesis in future school communications.
- I ask the college to never use my former name in future school communications

Supporting Documentation\*(see note below for supporting documentation requirements):

\_\_\_\_\_

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

\_\_\_\_\_  
Date Completed

\_\_\_\_\_  
Entered By

\_\_\_\_\_  
Date Amended

**\*Note:** Examples of appropriate supporting documentation include legal documents such as a court order, marriage license, or divorce decree or government-issued photo identification. A copy of the supporting documentation must be retained by the College and will become part of the student's official records.