



P.O. Box 8106
San Luis Obispo CA 93403-8106

CHANGE OF NAME OR SOCIAL SECURITY NUMBER

PRINT CLEARLY. A photocopy of current Driver's License **and** your Social Security card **must** be attached or your request will not be processed. Name changes must match SSN card for employees and financial aid recipients. Request your SSN card online at <http://www.ssa.gov>.

What is your classification on Campus:

STUDENT
(Submit form to Admissions & Records)

EMPLOYEE **FACULTY**
(Submit form to Human Resources)

Employee ONLY:

What department do you work for on campus? _____

Do you use the email icon in the top right hand corner of myCuesta? _____

Are you a group owner in myCuesta? If yes, please list the group name. _____

Are you currently enrolled as a student? _____

Name: _____

Cuesta ID: 9 _____

Social Security Number Change

Incorrect Number:	_____	Correct Number:	_____
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USE OF SOCIAL SECURITY NUMBER

Your Social Security Number ensures your identity with Cuesta College and the integrity of your permanent record. The Social Security Number appears on your official transcript. When you ask that we send your transcript to other colleges, universities and institutions the Social Security Number associates you with your academic history.

Please note that the following services require that we have your Social Security Number on file.

- Financial Aid
- Program Licensure (Nursing/Engineering)
- Loan Deferments
- Sports Eligibility
- EOPS
- Veteran's Benefits
- Education Tax Credits
- Student Employment

Name Change, includes myCuesta Login Change

Previous Name: _____

New name on SSN card:

FIRST NAME	M.I.	LAST NAME
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Changes When myCuesta Login Name is Completed

When your myCuesta login name changes, you must understand that the following actions will take place. By changing your myCuesta login, all personal settings to the programs listed below will be deleted in your myCuesta account at the **end of the term**. A new account will be created for you. Employee myCuesta login name changes will be changed during the semester for classified and at the end of term for faculty.

- Deletion of myCuesta calendar data (employees only)
- Deletion of myCuesta groups (course studio & group studio)
- Deletion of added channels
- Deletion of existing myCuesta email account and contents
- Deletion of added bookmarks

I understand that my personal settings to myCuesta listed above will be deleted and authorize my login name be changed:

Signature: _____

Date: _____