



Student User ID Change Form

ID #:

Seven empty boxes for ID number entry.

Guilford Technical Community College
P. O. Box 309, Jamestown, NC 27282

NOTE: User ID changes are **ONLY** done in-between semesters. Name changes can be done at any time by completing a **Name Change Form** with **Enrollment Services**. You **MUST** provide an alternate email address if you wish to be informed when the User ID change has occurred. Current GTCC email account **WILL** be deleted and **CANNOT** be recovered once new User ID is created. Changes cannot be made without Student ID entered in the boxes above.

Reason For User Name Change Request: () Correction () Marriage () Divorce () Court-Action

Current User Name: (please print)

(First)

(Middle)

(Last)

Alternate Email Address For Notification: _____

Legal New Name: (please print)

(First)

(Middle)

(Last)

Authorization - Please read and sign: I have read this form and authorize the changing of my User ID. I Understand that my current email box and messages will be deleted.

Signature: _____ Date: _____

For Office Use Only:

This form must be submitted to the Enrollment Services Office and signed by the person the accepts the form.

Name: _____ Date: _____ 07/12