



### Update/Correct Student Information

Your student record at Rio Hondo College must contain your legal name, date of birth, social security number, and gender. If you need to update or change any of these items, you must produce legal documentation supporting your request. To change or add a preferred name to your record, please complete the form 'Preferred Name Request'.

#### Current Information found in your student portal (Access Rio):

RHC Student ID: \_\_\_\_\_

Legal Name: \_\_\_\_\_  
Last First Middle

Address: \_\_\_\_\_  
Street Apt # City State Zip

Phone: (\_\_\_\_) \_\_\_\_\_ Email: \_\_\_\_\_

SSN: \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ Date of Birth: \_\_\_\_\_ Gender: \_\_\_\_\_  
MM/DD/YYYY

**This is a request to update or correct the following information:** *(select all that apply)*

- Legal Name \*\*
- Date of Birth\*\*
- Gender \*\*
- Social Security Number \*\*
- Address
- Email Address
- Phone Number

#### New/Correct Information:

RHC Student ID: \_\_\_\_\_

Legal Name: \_\_\_\_\_  
Last First Middle

Address: \_\_\_\_\_  
Street Apt # City State Zip

Phone: (\_\_\_\_) \_\_\_\_\_ Email: \_\_\_\_\_

SSN: \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ Date of Birth: \_\_\_\_\_ Gender: \_\_\_\_\_  
MM/DD/YYYY

**I declare the under penalty of perjury that the above information is true and correct.**

Student's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Please complete the entire form, sign, and send to [admissions@riohondo.edu](mailto:admissions@riohondo.edu) along with a photo ID. If you are making a changed the items marked \*\* you must provide legal documentation which supports your request.

**For Office Use Only**

Information verified by: \_\_\_\_\_

Posting of change completed by: \_\_\_\_\_