



### Change of Contact Information

Academic Records and Registrar Office  
3201 W. 16<sup>th</sup> St Sedalia MO 65301  
PH: 660-530-5829 \* Fax: 660-596-7472  
Email: [add-drop@sfccmo.edu](mailto:add-drop@sfccmo.edu)  
Office Hours: Monday-Friday 8am-5pm

#### Student Information

Name: \_\_\_\_\_  
SFCC Student ID or SSN: \_\_\_\_\_

#### Address Change

Change my permanent address       Change/add a temporary address while attending SFCC

New Permanent Address: \_\_\_\_\_ Apt/Suite Number: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

New Temporary Address: \_\_\_\_\_ Apt/Suite Number: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

If you wish to have your tuition rate reviewed based on the address change, please contact the Admissions and Outreach office at 660-530-5833 or [admissions@sfccmo.edu](mailto:admissions@sfccmo.edu).

#### Phone Number/Email Change

New Home/Permanent Phone number: \_\_\_\_\_

New Cell Phone Number: \_\_\_\_\_

New Personal Email Address: \_\_\_\_\_

#### Emergency Contact Change

Name: \_\_\_\_\_

Relationship: \_\_\_\_\_

Address: \_\_\_\_\_ Apt/Suite Number: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone number: \_\_\_\_\_

Student Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Please allow two business days for processing

Office Use Only

Processed By: \_\_\_\_\_ Date: \_\_\_\_\_