



Student Personal Information Update

Please complete all appropriate sections to inform Kalamazoo Valley of changes to your college record. If you have not attended in two years, submit an application instead to update your record and reactivate your college accounts.

Current Identification (previous name if submitting a name change)

Valley Identification Number V	First Name	Last Name	Birth Date (mm/dd/yyyy) / /
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Identification Change

Legal First Name	Legal Middle Name	Legal Last Name
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Contact Information Change

Primary Phone Number: <input type="checkbox"/> Home <input type="checkbox"/> Cell <input type="checkbox"/> Business ()	Alternate Phone Number: <input type="checkbox"/> Home <input type="checkbox"/> Cell <input type="checkbox"/> Business ()
Personal (non-KVCC) E-mail Address	

Address Change (must also complete resident status section on next page)

Street Address (line 1)		
Street Address (line 2) or PO Box – must provide street address with PO box to establish residence		
City	State	Zip code

Submit form with residence verification documentation to:

Admissions, Registration and Records Office Kalamazoo Valley Community College PO Box 4070 Kalamazoo, MI 49003-4070 Questions: 269.488.4281	Fax: 269.488.4161 Email: arr@kvcc.edu Texas Township Campus, Room 9140 Student Service Center, front lobby Anna Whitten Hall, Arcadia Commons Campus
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Office Use Only

Residence verified as: ID OD OS IS NV

Added hold Removed hold

Changed & reassessed tuition for term: _____

Citizenship updated

Changed name

Initials _____ Date _____



Current Identification

Valley Identification Number V	First Name	Last Name	Birth Date (mm/dd/yyyy) / /
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Resident Status

Because Kalamazoo Valley is a public institution supported, in part, by state and school tax dollars, tuition rates are based on your residence classification and address. Please indicate below the residence status for which you qualify by marking one box in each category. Then indicate the form of documentation being provided as verification.

1. Resident Classification (choose one)

- I am a citizen of the United States.
- I am an eligible non-citizen who holds a valid Permanent Resident Card, has refugee or political asylum status, is a longstanding area resident, or holds a visa classification of A, E, G, H, I, L, T, or U.
- I am a temporary, non-resident visa holder (Your classification is International. You may skip items 2 and 3.)

2. Residence Address (choose one)

- In-district:** I have resided within or owned real taxable property in Michigan for at least six months and within the Kalamazoo Valley district for 30 days preceding the start of the semester. I qualify by living or owning property in the following public school district: (select your district below)
- Climax-Scotts Galesburg-Augusta Kalamazoo Parchment Schoolcraft
- Comstock Gull Lake Mattawan Portage Vicksburg
- Out-of-district:** I have resided within or owned real taxable property in Michigan in a public school district outside of KVCC's district for at least six months preceding the start of the semester.
- Out-of-state:** I have resided within or owned real taxable property in the U.S., but will not have lived in Michigan for at least six months preceding the start of the semester.

Dependents under age 18: You may select the primary residence of the parent who claims you as a dependent on their Federal Income Tax return for the last calendar year on which you are listed as a dependent.

3. Residence Verification Documentation (identify the one you are providing to verify your current address)

- Valid driver's license in student's name (both sides must be submitted)
- Valid state identification card in student's name (both sides must be submitted)
- Voter registration card in student's name
- Valid motor vehicle registration in student's name dated no more than one year prior to the date verifying residency (car insurance and car title not acceptable)
- Utility bill (electric, gas, water) in student's name dated no more than 60 days prior to the date verifying residency
- [Verification of Residence for Renters](#) form (KVCC form to be completed by the property owner.)
- Valid rental or lease agreement in student's name showing the four items below. We only need the pages containing this information, which are often found on the first and last pages of the lease.
1. Rental address 3. Property Manager's name and telephone number
2. Lease dates 4. Signatures of the student and property manager making it a legal agreement
- Current property tax receipt in student's name

Dependents under age 18: if you are unable to provide your own document, you may submit one that is your parent's along with your parent's Federal Income Tax return for the last calendar year on which you are listed as a dependent.

Residence Certification

I understand my residence status will be established on the last business day before a semester begins. Once I have registered and the semester starts, no change in my residency or tuition rate can be made until subsequent semesters. I understand that any adjustments made in tuition due to a change in residency status shall not be retroactive. I accept responsibility for immediately informing the Admissions, Registration and Records office of any future change in residence or status. I certify the information provided is accurate and agree to the provisions stated.

Student's Signature (typed names not accepted)

Date