



**COLLEGE of
CENTRAL
FLORIDA**
—an equal opportunity college—

STUDENT INFORMATION UPDATE

(If you have been out of school more than one year,
you must submit a new Application for Admission.)

Social Security No.: _____ CF ID No.: _____

Legal Name: _____
Last First Middle (complete) Jr., etc.

Birth Date: _____ Last Semester/Year Attended: _____
MM/DD/YY Semester Year

Are you a **CURRENT CF employee**? Yes No Check NO if you are a Federal Work Study employee.
If YES, contact CF Office of Human Resources to initiate changes to your name, address and Social Security number. Program of study changes will still be made through the Office of Admissions and Records.

Check the box and complete only those sections that require updating.

CHANGE OF ADDRESS AND TELEPHONE NUMBER

Mailing Address: _____
Street/P.O. Box City State Zip Code

Telephone No.: _____ Email: _____

CHANGE FIRST SEMESTER OF ENROLLMENT: From: _____ To: _____

NAME CHANGE or DATE OF BIRTH CORRECTION (verification must be attached)

Former Name: _____
Last First Middle (complete) Jr., etc.

New Name: _____
Last First Middle (complete) Jr., etc.

Birth Date: _____ Corrected Birth Date: _____
MM/DD/YY MM/DD/YY

SOCIAL SECURITY No. (copy of Social Security card must be attached)

Incorrect No.: _____ Correct No.: _____

CHANGE OF PROGRAM OF STUDY/AREA OF INTEREST: (Please write four-digit CF Academic Code; see reverse side of page.) Students who want to change their program of study or area of interest for the upcoming semester must do so prior to the end of the Add period of that semester and must indicate which semester the change is to be effective. Any requests submitted following that date will be processed for the next semester.

Current CF Academic Program Code: _____

New CF Academic Program Code: _____

Semester Effective: _____

Student Signature (Required for any change)

Date: MM/DD/YY

Enrollment Services Center use only.

- Appropriate documentation for request is attached.
- Student already has an A.A. (or higher) degree.
- Program of study is a valid (not limited access or incorrect) number.
- Changing from a non-high school diploma program requires a high school diploma to be provided.
- A change from transient (9270) status requires a **Change of Status** form to be completed.

Enrollment Services Initials: _____
Date MM/DD/YY

Office of Admissions and Records use only.

Processed by: _____
Date: MM/DD/YY

Return form to the CF Office of Admissions and Records, 3001 S.W. College Road, Ocala, FL 34474-4415.

COLLEGE OF CENTRAL FLORIDA ACADEMIC PROGRAM CODE LISTING

Associate in Arts Degree

(Placement test required, ACT, SAT, CPT or PERT.)

The Associate in Arts degree program permits students to transfer into the junior year of a college or university. A student must select one area of interest from those listed below for advising purposes.

1051..... Advertising	1223..... History
1013..... Agriculture	1290..... Human Services
1000..... Allied Health (i.e.: Respiratory Therapy, Radiologic Sciences)	1103..... Humanities
1011..... Animal Science	1104..... Interior Design
1021..... Architecture	1491..... Liberal Arts
1101..... Art	1161..... Library Science
1041..... Biology	1061..... Mass Communications
1022..... Building Construction	1171..... Mathematics
1052..... Business Administration	1123..... Medical Technology
1191..... Chemistry	1124..... Medicine
1071..... Computer Science	1100..... Music
1132..... Consumer and Family Science	1125..... Nursing B.S.
1222..... Criminal Justice	1126..... Pharmacy
1122..... Dentistry	1105..... Philosophy
1112..... Digital Media	1127..... Physical Therapy
1102..... Drama	1195..... Physics
1053..... Economics	1211..... Political Science
1090..... Education – Early Childhood	1129..... Pre-LPN to ADN Bridge
1082..... Education – Elementary	1199..... Pre-Nursing A.S. to B.S.
1083..... Education – Music	1074..... Pre-Physical Therapist Assistant
1086..... Education – Physical	1300..... Pre-Radiography
1087..... Education – Secondary	1224..... Psychology
1088..... Education – Special	1062..... Public Relations
1091..... Engineering	1231..... Religious Studies
1151..... English	1227..... Social Studies
1009..... Environmental Studies	1225..... Social Welfare
1111..... Foreign Language	1226..... Sociology
1012..... Forestry	1063..... Speech
	1172..... Statistics
	1128..... Veterinary Science

Postsecondary Adult Vocational (Workforce) Programs

(Placement testing required.)

Workforce certificate credit programs provide training for job-entry technical skills.

7292..... Air Conditioning, Refrigeration and Heating Technology	7268..... Barbering
7281..... Applied Welding Technologies	7270..... Commercial Vehicle Driving
7263..... Automotive Collision Repair and Refinishing	7245..... Correctional Officer*
7264..... Automotive Service Technology	7267..... Cosmetology
	7253..... Law Enforcement Officer*
	7230..... Practical Nursing*++
	7224..... Surgical Technology*++

* Standard high school diploma or GED required.

+ Special admissions program. A separate application must be filed with the respective department and admission to the college does not guarantee admission to this program.

Applied Technology Diploma

(High school diploma or GED required. Placement test required, TABE.)

These programs provide entry-level courses in a specific area that can be applied toward an Associate in Science degree.

5510..... Dental Assisting

Nondegree College Credit

9250..... Adult Enrichment
9300..... Educator Preparation Institute
9260..... Teacher Certification
9270..... Transient (A letter is required from home institution stating student is in good academic standing and listing courses student is allowed to take.)

Associate in Science Degree

(Placement test required, ACT, SAT, CPT or PERT.)

CF prepares students to enter the labor market with technical skills in specific program areas.

2210..... Accounting Technology
2299..... Agribusiness Management – Horticulture/Equine Specialization
2282..... Automotive Service Management Technology
2156..... Business Administration – Career Ladder Model A.S. to B.S.
2305..... Business Management, Marketing and Administration
2295..... Computer Information Technology
2277..... Criminal Justice Technology
2323..... Dental Assisting – Dental Practice Management+
2324..... Dental Assisting – Education+
2325..... Dental Assisting – Marketing+
2279..... Drafting and Design Technology – Architectural
2270..... Drafting and Design Technology – Mechanical
2259..... Early Childhood Education
2234..... Emergency Medical Services (EMS)
2298..... Engineering Technology – Quality Specialization
2292..... Equine Studies – Business Management Specialization
2309..... Equine Studies – Equine Exercise Physiology
2272..... Fire Science Technology
2372..... Fire Science Technology – FESHE Compliant Track
2233..... Health Information Technology
2260..... Landscape and Horticulture Technology – Horticulture Specialization
2269..... Landscape and Horticulture Technology – Landscape Design Option
2250..... Office Administration – Legal Office Specialization
2247..... Office Administration – Medical Office Administration
2249..... Office Administration – Office Management
2289..... Office Administration – Office Software Applications
2278..... Paralegal

+ Special admissions program. A separate application must be filed with the respective department and admission to the college does not guarantee admission to this program.

College Credit Certificate

(High school diploma or GED required.)

These programs provide a set of technical skills in a specific area of study. Each certificate applies toward an Associate in Science degree.

6245..... Accounting Applications
6241..... Business Administration – Business Management
6269..... Business Administration – Finance Management
6270..... Business Administration – Small Business/Entrepreneurship
6282..... Business Management – Event Planning
6246..... Business Management – Marketing Specialization
6271..... Business Operations
6201..... Child Care Center Management
6205..... Childhood Development: Early Intervention
6286..... Drafting
6237..... Emergency Medical Technician – Basic**++
6357..... Engineering Technology – Alternative Energy
6285..... Engineering Technology – Lean Six Sigma Green Belt
6287..... Engineering Technology Support Specialist
6278..... Equine Assistant Manager
6249..... Information Technology Analysis
6288..... Information Technology Support Specialist
6272..... Landscape and Horticulture Technician – Horticulture Specialization
6273..... Landscape and Horticulture Technician – Landscape Specialization
6264..... Legal Office Management
6240..... Office Management
6263..... Office Software Applications Management
6232..... Paramedic+

** Prerequisite for Paramedic program.

+ Special admissions program. A separate application must be filed with the respective department and admission to the college does not guarantee admission to this program.

Baccalaureate Degrees

(Special admissions requirements apply. See an advisor.)

B101..... Bachelor of Applied Science in Business and Organizational Management
B102..... B.A.S. Agribusiness Management Specialization
B103..... B.A.S. Management Information Systems Specialization
B104..... B.A.S. Health Care Management Specialization
B105..... B.A.S. Public Safety Administration Specialization
B201..... Bachelor of Science in Early Childhood Education

COLLEGE OF CENTRAL FLORIDA NOTIFICATION OF SOCIAL SECURITY NUMBER COLLECTION, USAGE AND RELEASE

Florida Statute 119.071(5) and Sections 483 and 484 of the Higher Education Act of 1965 authorize the collection, usage and release of your Social Security number by the College of Central Florida.

CF collects, uses and releases your Social Security number only if specifically authorized by law to do so or when it is imperative for the performance of its duties and responsibilities as prescribed by law. To protect your identity, the college will secure your Social Security number from unauthorized access; strictly prohibit the release of your Social Security number to unauthorized parties in compliance with to state and federal law, and assign a unique CF Identification number. This identification number will be used for all associated employment and educational purposes at CF. Specifically, CF collects, uses or releases a Social Security number for the following purposes:

- **Admissions**

Federal legislation relating to the Hope Tax Credit requires that all postsecondary institutions report student Social Security numbers to the Internal Revenue Service. This IRS requirement makes it necessary for CF to collect the Social Security number of every student. A student may refuse to disclose their Social Security number to CF, but the IRS is then authorized to fine the student in the amount of \$50. In addition to the federal reporting requirements, the public school system in Florida uses Social Security numbers as a student identifier (section 229.559, Florida Statutes-new school code section 1008.386). In a seamless K-20 system, it is beneficial for postsecondary institutions to have access to the same information for purposes of tracking and assisting students in the smooth transition from one education level to the next. All Social Security numbers are protected by federal regulation under the Family Educational Rights and Privacy Act.

- **Continuing Education, Corporate Training**

Under Florida education reporting requirements students who enroll in Continuing Education and Corporate Training seminars are required to submit their Social Security number.

- **Financial Aid**

The Office of Financial Aid at CF requires students and parents of dependent students to submit their Social Security number on various forms in order to correctly identify applicants, match each applicant's financial aid application information and data with the institution's records, and to help coordinate state aid programs with federal and institutional aid programs.

- **Human Resources**

The Social Security number is used for legitimate business purposes for completing, processing or distributing the following: Employment Application Forms; Federal I-9 (Department of Homeland Security); Federal W4, W2, 1099 (Internal Revenue Service); Federal Social Security taxes (FICA); Federal W2 (Internal Revenue Service); Unemployment Insurance (Florida Department of Revenue); Florida Retirement System (Florida Department of Revenue); Workers Compensation Claims (FCSRMC and Department of Labor); Federal and State Employee and Educational Reports; Direct Deposit Files (Bank of America, ACH); 403b and 457b contribution reports; group health, life and dental coverage; completing and processing various supplemental insurance deduction reports; background checks; and payroll documents.

- **Workforce Programs**

These programs use Social Security numbers as identifiers for program enrollment and completion. Also, it is used for entering placement information into either the One Stop Management Information System or the Employ Florida Marketplace statewide data collection and reporting system. Because these are performance based contract programs, it is required that all participants and their program related activities be recorded in the Florida state systems.

- **Miscellaneous**

The Social Security number is used for identification and verification, billings and payments, data collection, reconciliation, tracking, benefit processing and tax reporting.

- **Release Statement**

Social Security numbers may be disclosed only pursuant to Florida Statute 119.071 (6a-6h).

- **Independent Contractors**

The college collects contractors' Social Security numbers in order to file information with the Internal Revenue Service, as required and authorized by federal law.