



Maine Fire Service Institute & Southern Maine Community College CERTIFICATION MANUAL

Revised February 2, 2024

PERSONAL INFORMATION CHANGE FORM

Please submit form to:

Maine Fire Service Institute/Southern Maine Community College
ATTN: Anne Heinig, Curriculum & Certification Admin
19 Sewall St., Brunswick, ME 04011
Fax: (207) 844-2082 Email: aheinig@mainecc.edu

Name _____ Student ID # _____
(First) (Middle) (Last)

I authorize the college to change my personal information as indicated below. _____
(Signature)

Change of Name – Please attach a copy of your new Social Security Card with your new legal name. Name change requests without a copy of the new SSN card will not be processed.

Previous Name: _____
(Last) (First) (Middle)
New Name: _____
(Last) (First) (Middle)

Change of Address
New Address: _____
Street (or PO Box)
City State Zip Code

Change of Email
New Email: _____

Change of Phone Number
New Mobile #: _____
New Home #: _____

For MFSI Office Use Only:
Processed by _____ Date _____



A department of SMCC with statewide responsibility for firefighting training and the legislative authority to issue certification

Maine Fire Service Institute
19 Sewall St. Brunswick, ME 04011
Phone: 207-844-2070 Fax: 207-844-2082