

Change of Name

Instructions

This form should be used by a student who has changed their name needs to update their information in their official student record. In order to proceed with a name change, the student must present proof of name change: birth certificate, court order, driver's license, passport, marriage certificate (with matching I-20 or IAP-66 for international students.) International students with F or J visas **must** present passport and matching I-20 or IAP-66. This form will become part of the student's permanent record.

General Information

Please Type

University ID Number _____

Name _____
(Current) Last First Middle

Academic Program _____ Academic Plan _____

Home Address

Number and Street _____

City/State/Zip _____

Province/Postal Code _____

Country of Origin _____ State of Permanent Residence _____

Contact Phone and E-mail Information

Day _____ / _____ - _____ Cell _____ / _____ - _____ E-mail _____

Name Change Information

Name _____
(New) Last First Middle

Reason for Change

Are you a current student? yes no

Are you an international student? yes no

If yes, what is your visa type? F J other, please list _____

Student Signature _____ Date _____

Proof Presented for Change

- birth certificate
- court order
- driver's license
- marriage certificate
- passport (with matching I-20 or IAP for international students)

Registrar's Office Use Only

Date Received _____

Date Processed _____

Processed by _____