

**REQUEST FOR CHANGE OF NAME ON UNIVERSITY RECORDS**

(Please Print)

ID NUMBER: \_\_\_\_\_

PRESENT NAME (as shown on University Records):

\_\_\_\_\_, \_\_\_\_\_  
LAST FIRST MIDDLE

***I request my name to be changed on all University Records as below.***

NEW NAME:

\_\_\_\_\_, \_\_\_\_\_  
LAST FIRST MIDDLE

Reason for change:

Married on \_\_\_\_\_

Divorced on \_\_\_\_\_

**Documentation Required**  
**Birth Certificate, Marriage License, Passport, Court Documentation.**

**Social Security Card and Driver's License are not Official Documentation.**

\_\_\_\_\_  
Signature of Student Date

(Do Not Write Below This Line)

\_\_\_\_\_  
Signature of Registrar Date Entered