

CHANGE OF NAME, DATE OF BIRTH AND/OR  
SOCIAL SECURITY NUMBER

Are you a graduating senior?      Yes      No      K/J# \_\_\_\_\_  
(If yes, request must be submitted by the deadline listed on the academic calendar.)

Change of Name		
<b>Choose One.</b>	<input type="checkbox"/>	My legal name has changed. <i>Fill in Section A and attach a supporting document.</i>
	<input type="checkbox"/>	I am declaring a chosen/preferred name. <i>Fill in Section B.</i>
<b>Section A.</b> Complete this section for a change of legal name only. Attach supporting documentation to request.		
New Legal Name (Print):		
First	Middle	Last
<b>Section B.</b> Complete this section for declaring a chosen/preferred name only. There is no option for a chosen/preferred last name. Documentation is <u>only</u> required when doing a <i>Legal Name Change</i> .		
New chosen/preferred name (Print):		
First	Middle	
Legal documentation must be presented to change or alter your name as it appears on your original application for admission. Changes will not be made without proper documentation. Name changes for degree candidates must be completed by the graduation application deadline.		
Any changes made must be accompanied by a photo ID showing your new legal name, such as a valid driver's license or military ID, <b>AND</b> a legally certified document such as marriage license or certificate, passport, court order, divorce decree, birth certificate or naturalization papers. A social security card and a pending petition will not be accepted as official documentation for a change of name.		

Change of Social Security Number	
Current Number:	New Number:
<b>Please submit a copy of your new social security card and a valid photo ID.</b>	

Change of Date of Birth	
Current Date of Birth:	New Date of Birth:
<b>Please submit a copy of your driver's license or birth certificate.</b>	

Student Printed Name

Signature

Date

For Office Use:			
Date Received:		Processed By:	
		Date Processed:	