



## Request for Name Change

All requests must be accompanied by official documentation of your name change. This documentation may include: copy of a marriage certificate or divorce decree. Requests will not be processed without sufficient documentation.

Date: \_\_\_\_\_

Social Security Number: \_\_\_\_\_ ID Number: \_\_\_\_\_

Former Name: \_\_\_\_\_

New Name: \_\_\_\_\_

Current Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Telephone Number: \_\_\_\_\_

**Please note:** If you currently receive financial aid, the request will not be processed until the name in which you receive financial aid changes. This is necessary to prevent disruption of your disbursements.

Signature: \_\_\_\_\_

*Please submit this request to Student Services for processing.*

### For Office Use Only

*Date Processed:* \_\_\_\_\_

*Student Services* \_\_\_\_\_

*Financial Aid* \_\_\_\_\_