

PART I: COMPLETE THE INFORMATION AS IT NOW APPEARS ON UNIVERSITY RECORDS

Current Last Name

Current First Name

Middle Initial

Current SSN (required)

Birthdate (M/D/Y):

Student ID#:

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Gender: ☐ Female ☐ Male

PART II: COMPLETE THE INFORMATION AS IT SHOULD APPEAR ON UNIVERSITY RECORDS

- Please complete **ONLY** the information you want changed.

- All Name, DOB, SSN and Gender changes must be accompanied by *official, original* documentation (driver's license, SSN card, or city/state/court decree).

- Please bring completed form and original documents with you to the Law Registrar's office; we will make a copy on site for our records.

New Last Name

New First Name

New M. Initial

New SSN #

New Birthdate (M/D/Y)

New Gender: ☐ Female ☐ Male

Student Signature: _____ Date: _____

This form must be submitted with official documentation to the Law Registrar's
Office, KN 220

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Law Registrar Staff:

Received: _____ Initial when completed: _____ Date Entered: _____

Official document type: _____ Copy made: _____