



CHANGE OF NAME ON SCHOOL RECORDS - APPLICATION
(Please press firmly and write legibly)

A student who wishes to change his/her name on official University records must fill out the form below and return it to the Office of the Registrar. The following regulations apply:

1. A woman who has been married and wishes to have her married name entered on the school record must give the date and place (city and state) of marriage and her husband's full name. The original marriage license must be presented to the Registrar's Office.

2. A change in the family name on student's records (for any reason other than marriage) requires presentation of a court order with this form. A woman who has registered under her married name and wishes to resume the use of her maiden name because of divorce or annulment need not submit a court order, provided she originally registered under her maiden name, or provided that an official transcript from her previous college shows the maiden name.

3. No change will be made in a student's name on the school records merely to record a professional name or an alias.

Name as it currently appears on school records: _____

Student ID #: _____ J.D. student LL.M student

New name to be entered: (see 1-3 above): _____

Reason for change of name: _____

Date: _____ Signature (**New name**): _____

Do not write below this line

Registrar's Signature: _____ Date: _____

White copy to Registrars office - Green to Student Finance – Yellow to Student