



Office of the Registrar

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NOTIFICATION OF NAME CHANGE

POLICY:

The original entry of student name is taken from the application for admission. Nicknames are not allowed.

Name changes for currently enrolled students will be recorded only when there is sufficient evidence supporting the change. Students must provide one of the following showing the changed name:

1. Marriage License, or
2. Court Order, or
3. Passport, or
4. State issued ID plus one of the following: social security card, credit card, or bank check.

There is no obligation to record social security numbers for students not currently enrolled.

EMORY ID: \_\_\_\_\_ TERM OF LAST ENROLLMENT (or current) \_\_\_\_\_

*Please indicate the necessary changes:*

	<i>Former Name</i>	<i>New Name</i>
FIRST NAME	_____	_____
MIDDLE NAME	_____	_____
LAST NAME	_____	_____
SUFFIX	_____	_____

Daytime Phone Number \_\_\_\_\_

Email Address \_\_\_\_\_

Student Signature \_\_\_\_\_

Date \_\_\_\_\_

**For Office Use Only: Check all supporting documents presented**

Drivers License: \_\_\_\_\_

Marriage Certificate/Court Order: \_\_\_\_\_

Passport: \_\_\_\_\_

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

Social Security Card: \_\_\_\_\_

Doc No: \_\_\_\_\_

Credit Card: \_\_\_\_\_

County/State: \_\_\_\_\_

Checks: \_\_\_\_\_