



NOTE: Please use the name currently on file at UGA to complete the Student Information section.

STUDENT INFORMATION

| | | |
|-----------------------|-------------------------|-------------|
| Last Name * | First Name * | Middle Name |
| UGA ID (81X) Number * | Contact Email Address * | |

NOTE: Since academic records are permanent in nature and often referred to long after the student has left the University, it is the policy to require that only legal names be used on the student's record. Nicknames, assumed names, etc. will not be used.

NEW LEGAL NAME

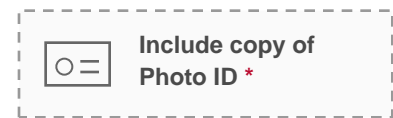
| | | |
|-----------|------------|-------------|
| Last Name | First Name | Middle Name |
|-----------|------------|-------------|

Check Reason for Change

- Marriage:** requires a copy of a marriage certificate **and** a government-issued photo ID reflecting the new name.
- Legal Change:** requires a copy of a court order **and** a government-issued photo ID reflecting the new name.
- Divorce:** requires a copy of divorce decree **and** a government-issued photo ID reflecting the new name.
- Adoption:** requires a copy of court order **and** a government-issued photo ID reflecting the new name.
- Gender Change:** requires a copy of court order **and** a government-issued photo ID reflecting the new name. *Please note that a separate form is required for changing gender on an academic record.
- Spelling Error:** normally requires only a government-issued photo ID reflecting the correct spelling.

Signature *

Date *



OFFICE USE ONLY

System Updated By:

Date: