

Complete and return this form to:
University of Rochester - Simon Business School
Office of the Registrar
245 Gleason Hall
registrar@simon.rochester.edu
Phone: (585) 275-3533 / Fax: (585) 271-3907



CHANGE OF NAME FORM

Directions

- Please complete this form if you have changed your name.
- You must bring this form in person to the Registrar's Office. You will need to present an original form of identification as proof of your name change. Acceptable forms of identification include your original: birth certificate, passport, court order, Social Security card, driver's license, or marriage certificate.
- International sponsored students must submit name changes to ISO.

Student Name: _____ **UID# or DOB:** _____
Please print Last First MI

Student Signature: _____ **Date:** _____
month/day/year

Program: _____

New Name: _____
Please print Last First Middle

Prior Name: _____
Please print Last First Middle

Reason for Change: _____

Are you a current Simon student? Yes No

If not currently enrolled, when did you last attend the Simon School? _____

Are you an international student? Yes No

Registrar's Office Use Only

Revision: 10/2016

Document presented as proof of name change:

- | | | |
|---|---|---|
| <input type="checkbox"/> Birth Certificate | <input type="checkbox"/> Passport | <input type="checkbox"/> Court Order |
| <input type="checkbox"/> Social Security Card | <input type="checkbox"/> Driver's License | <input type="checkbox"/> Marriage Certificate |

Date Received: _____ *Date Processed:* _____ *By:* _____ *Darden updated:* _____ *ISIS updated:* _____