



Office of the Registrar
CHANGE OF NAME FORM

Instructions

Current students, who are employed by UE (including work study positions) and have changed their names legally, please contact the Office of Human Resources, Olmstead 118 in person. **Current students**, who are not employed by UE and have changed their names legally, will need to complete this form and submit it to the Office of the Registrar, Olmstead 106 in person. Please bring the following legal documents with you:

- Copy of social security card
- Marriage certificate **OR** official court document for name change

Former students may change their names in person, by mail or fax. Please complete this form make copies of the legal documents listed above, and mail or fax it to:

Office of the Registrar
University of Evansville
1800 Lincoln Avenue
Evansville, IN 47722
Fax: (812) 488-2609

Date : _____ Student ID #: _____
(If available)

Previous Name: _____
Last First Middle

NEW Name : _____
Last First Middle

Date of Birth #: _____ Social Security #: _____

Reason for Name Change : _____

Current Address: _____
Street Address

_____ City State Zip

Current Phone: _____ **Signature:** _____
Forms will not be processed without a signature.