

NAME CHANGE REQUEST

To preserve the integrity of your permanent academic record, all name change requests must be **accompanied by an unaltered and legible copy of a legal document indicating the name change.** Acceptable legal documents include a marriage license, divorce decree, court order, driver's license or social security card.

Please provide all requested information:

Student ID Number: - OR - Last 4 digits of SS Number: - AND - Month and Day of Birth:	
Previous Name:	
New Name:	
Daytime Phone #:	
E-Mail Address:	
Signature:	Date:

Submitting Your Request:

- Submit your signed request to the Student Services Center located in the lobby of Simmons Hall. Submitting your request in person does not expedite its fulfillment.
- OR -
- Scan and email your signed request to registrar@uakron.edu.
- OR -
- Mail your signed request to: Office of the University Registrar
The University of Akron
Simmons Hall Room 120
Akron, OH 44325-6208

Please note that faxed requests are not accepted due to document illegibility.