A student's "name-of-record" at Missouri S&T is defined as the legal name under which the student was admitted to Missouri S&T. Legal name is defined as that name verified by a birth certificate, marriage license, passport, or legal name change document. Students wishing to change their name in their official academic record from the name of record under which they were admitted to Missouri S&T must provide the registrar with legal documentation stating their new legal name.

To request that your academic record reflect a name change, complete and submit the form below, along with supporting documentation, to the Registrar's Office.

PLEASE PROVIDE THE LEGAL DOCUMENT THAT APPLIES:
• Passport
• Birth Certificate
• Marriage License
• Divorce Decree
• Legal Name Change Document
• I-94 (Required for all International Students)

Change Name from: ____________________________________________

<table>
<thead>
<tr>
<th>Last Name</th>
<th>First Name</th>
<th>Middle Name</th>
</tr>
</thead>
</table>

Change Name to: ____________________________________________

<table>
<thead>
<tr>
<th>Last Name</th>
<th>First Name</th>
<th>Middle Name</th>
</tr>
</thead>
</table>

☐ Name Change    ☐ Name Correction

Missouri S&T Student ID: _________________________________

Social Security Number: _____________________________

Are you currently enrolled at Missouri S&T? ______________

☐ Undergraduate Student    ☐ Graduate Student

Major Department: ___________________    Advisor: ___________________

___________________________________________________________________________

Student’s Signature        Date

Hard Copies sent to:        Email sent to:
Major Department            Student
Infirmary                   Univ. Advancement
International Enrollment    Instructors
(if applicable)             Police
Student Loans               Financial Aid
Admissions                  Advisor
Office of Graduate Education
(if applicable)

COPIES OF YOUR LEGAL DOCUMENTS WILL NOT BE DISTRIBUTED