103 Parker Hall
300 West 13th Street
Rolla, MO 65409-0930
Phone: (573) 341-4181
fax: (573) 341-4362
registrar@mst.edu
http://registrar.mst.edu/

Gender Change Form

Missouri University of Science and Technology
Office of the Registrar

*PLEASE CONTACT HUMAN RESOURCES IF YOU ARE AN **EMPLOYEE** OF THE UNIVERSITY OF MISSOURI SYSTEM.*

A student's official academic record reflects the gender the student identified him- or herself as to Missouri S&T when he or she applied for admission. Students who subsequently wish to change the gender designation in their official academic record must provide the registrar with a certified copy of a court order showing their change of gender, or other legal identification, such as a revised driver's license reflecting their new gender.

Once the registrar records a gender change in a student's official academic record, the official academic record will identify only the new gender information. Note: Missouri S&T transcripts and diplomas do not specifically reference gender.

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

Name: _____
Last Name First Name Middle Name

Are you requesting a gender change with required documentation attached? ☐ Yes ☐ No

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:
- Major Department
- Infirmary
- International Enrollment (if applicable)

Email sent to:
- Student
- Instructors
- Cashier's
- Student Loans
- Admissions
- Univ. Advancement
- Housing
- Police
- Financial Aid
- Advisor
- Office of Graduate Education (if applicable)

COPIES OF YOUR LEGAL DOCUMENTS WILL NOT BE DISTRIBUTED

Revised: 09/21/2022