

**North Dakota University System
Name Change Request Form**

I hereby request that my name, as it appears on my student academic demographic records be changed as indicated below. This change will appear on any academic records created in the North Dakota University System after September 1982 and also converted to the ConnectND system after July 2004. All name change requests must be accompanied by the corresponding legal documentation showing the change. Examples of legal documentation include marriage license or court documents. This request will only change the name on the student academic record. All changes to payroll records must be made with Human Resources.

ID number: _____

Social Security number: _____

Birthdate: _____

Complete legal name: _____

Last

First

Middle

Most recent former name: _____

Last

First

Middle

Other former name: _____

Last

First

Middle

Signature of student making the request:

Name Date

Office use only

Information entered by: _____

Date entered: _____

Information sent to: _____ Human Resources _____ Enrollment Services _____ N/A

Legal documentation or court documents must be copied and attached to this request.

Return to:

NDSCS

Enrollment Services/Records

Haverty Hall 105/106

800 Sixth Street North

Wahpeton, ND 58076-0002