FACULTY/STAFF (who are not a current or former student): Complete your name change via the HR Web Self-Service site.

STUDENTS (Current & former): Forward completed form and appropriate documentation to:

Registrar's Service Center
17 Calvin Hall
Iowa City, IA 52242
319-384-4300

THE UNIVERSITY OF IOWA REQUEST FOR CHANGE OF NAME

I hereby request that my full name be changed on all permanent University records

PLEASE PRINT

Former Name:

Last name: _____

First: _____

Middle: _____

Generation (Jr, III, etc) _____

New Name:

Last name: _____

First: _____

Middle: _____

Generation (Jr, III, etc) _____

University ID or Social Security No.: _____

Birth date: _____ _____ _____
Month Date Year

Signature: _____
(new name)

Date: _____

Have you ever been enrolled at the University of Iowa?

- Yes
- No

Currently enrolled students should report to the Registrar's Service Center, 17 Calvin Hall to process this change and then to ID Card Services for a corrected ID card.

Current and Former Students: The document(s) listed below must be presented in person or copies submitted by mail to process a name change. Choose documents from column A or B.

DOCUMENTATION: (must support new name)

A. Submit One:

- Adoption Papers
- Court-Issued Name Change
- Divorce Decree
- Official Marriage Certificate

OR

B. Submit Two:

- Birth Certificate
- Certificate of Naturalization
- Citizenship Papers
- Driver's License or DMV ID Card
- Military ID
- Passport
- Permanent Resident Card
- Social Security Card

Registrar Staff Only

Processed by: _____

Date: _____