

EMBRY-RIDDLE

Aeronautical University

REQUEST FOR CHANGE OF NAME

Requests for name changes may only be made by active students. Name changes will not be made after the student has left the university.

In Person – A student’s name may be changed by submitting this form in person at the Office of the Registrar, along with official documentation (i.e. marriage license, divorce decree, court-issued document) and a picture I.D.

By Mail/Fax/E-mail – A student’s name may be changed by submitting this form, along with official documentation as noted above, by mail, fax, or scanned in an e-mail. In this case, both this form and the required documentation must be notarized.

Name: _____ Student ID # _____

Please change my name to _____.

I am submitting my official name change document, (i.e. marriage license, divorce decree, court-issued documentation), I understand my name will NOT be changed without the official documentation.

Student Signature

Date