



Date _____

Full Legal Name _____ Mr. Mrs. Miss Ms.
(as currently on file with University of Northwestern)

ID# _____ Birthdate _____ SSN (last 4 digits **ONLY**) _____

Student Name Change (Currently enrolled students may make these changes on myUNW > Registrar Miscellaneous Forms > Name Change Request)

Full **New** Legal Name _____ Mr. Mrs. Miss Ms.

Note: You must provide one of the following official documents **reflecting the new name in full:**

- Driver's License
- Other government issued ID
- Certified copy of your marriage license, court order, OR a dissolution decree
- Social Security Card (in person requests only; DO NOT EMAIL)

Address/Phone Change (Currently enrolled students may make these changes on myUNW > Tools > Student > Update Personal Information)

This is the address where you are living while you are taking classes at UNWSP. This may be the same as your permanent address.

_____ **Street Address**

_____ **City, State, Zip**

_____ **Phone Number**

Permanent Address Change

This is your long-term address. It may be your parents' home address, or wherever you live when you are not in school.

_____ **Street Address**

_____ **City, State, Zip**

✓ **Student Signature** _____ **Effective Date** _____

Return form (with name change documentation) to:

University of Northwestern – St. Paul
Attn: Registrar's Office
3003 Snelling Ave N
St. Paul, MN 55113
or FAX to 651-628-3301
or email to: registrar@unwsp.edu