



**NORTH DAKOTA UNIVERSITY SYSTEM  
LEGAL NAME CHANGE REQUEST FORM**

I hereby request that my legal name, as it appears on my student academic demographic record, be changed as indicated below. **All legal name change requests must be accompanied by the corresponding legal documentation showing the change and a social security card reflecting the new name.** Examples of legal documentation include marriage license or court documents. International students, the passport name change documentation is acceptable. This request will change the legal, primary, and preferred name on the student academic record. All name changes to payroll records must be made with the Payroll Office.

Complete Legal Name \_\_\_\_\_  
Last First Middle

Most Recent Former Name \_\_\_\_\_  
Last First Middle

Other Former Names \_\_\_\_\_  
Last First Middle

Birth Date \_\_\_\_\_

Student ID# \_\_\_\_\_

Contact Phone# \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_

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For Registrar Use Only:

I have verified the new name on the Social Security card: \_\_\_\_\_ Date \_\_\_\_\_

**Submit form to:**  
Office of the Registrar:  
201 Twamley Hall, Stop 8382  
264 Centennial Drive  
Grand Forks, ND 58202-8382  
Fax: 701-777-2696  
Email: [und.registrar@und.edu](mailto:und.registrar@und.edu)