

**Request for Change of Name on College/Seminary Records for Current Students**  
***Please fill out information and return to Registrar's office***

Any request for name change needs to be submitted to the Registrar's office by the first week of September for fall semester or the first week of January classes for spring semester in order for a student's records to reflect the new name. Each request must be accompanied by proper documentation. Necessary are:

>current drivers license/I.D. card, or proper identification (student I.D. card) with name as it presently appears on school records

AND

>marriage certificate or current drivers license OR

>certified copy of court order or marriage dissolution decree

I, \_\_\_\_\_, request my legal name be changed from

\_\_\_\_\_ to \_\_\_\_\_  
first middle last first middle last

Reason for change:

Legal name change

Maiden name changed to married name

My spouse's name is: \_\_\_\_\_

Spouse is/was a Multnomah student Yes. No.

Our marriage date was: \_\_\_\_\_

Married name changed to maiden name

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

For office use only – Initial and Date Each Item When Completed	
Student ID # _____	Change student file label _____
Satisfactory documentation _____	File original in student's file _____
Change on computer records _____	File copy _____