

**St. Edward's University Office of the Registrar
Diploma and Graduation Program Name Change or Correction Form**

This form will change the diploma and graduation program name only. It will not change the official student academic record or transcript name.

SEU ID: _____ SSN: _____

Current Name on Record: _____

Are you currently enrolled? ___Yes ___No If No, last term of attendance: _____

Graduation Term & Year: _____ Degree & Major: _____

Daytime Phone: _____ SEU Email: _____

I REQUEST THE FOLLOWING (check one):

_____ Extend full legal name. (Documentation required if NOT on file or in academic record.)

_____ Add married name, maiden name, or additional family name. Certified documentation is required if not on file or on academic record. Certified documentation includes birth certificate, passport, marriage license, divorce or other court decree, or adoption documentation (attach copy of documentation).

Note: social security card and driver's license ARE NOT ACCEPTABLE documentation for a legal name change.

_____ Add special characteristics -- upper/lower case, accent marks, spaces, or name longer than 32 characters. (No documentation required.)

_____ Other _____

I REQUEST THAT THE NAME LISTED ON MY DIPLOMA AND IN THE UNIVERSITY GRADUATION PROGRAM BE PRINTED EXACTLY AS IT APPEARS BELOW. PLEASE PRINT CLEARLY OR TYPE.

_____ *first name* _____ *middle or maiden name* _____ *last or family name*

_____ Student Signature

_____ Date

For REGR Office Use Only

Date received: _____

Received by: _____

Verified: _____

Processed: _____