

**Complete and return this form to:**  
University of Rochester - Simon Business School  
Office of the Registrar  
2341 Carol Simon Hall  
Box 270100  
[registrar@simon.rochester.edu](mailto:registrar@simon.rochester.edu)  
Phone: (585) 275-8071 / Fax: (585) 276-0244



## CHANGE OF NAME FORM

**Directions**

- Please complete this form if you have changed your name.
- You must bring this form in person to the Registrar's Office. You will need to present an original form of identification as proof of your name change. Acceptable forms of identification include your original: birth certificate, passport, court order, Social Security card, driver's license, or marriage certificate.
- International sponsored students must submit name changes to ISO.

**Student Name:** \_\_\_\_\_ **UID# or DOB:** \_\_\_\_\_  
Please print Last First MI

**Student Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_  
month/day/year

**Program:** \_\_\_\_\_

**New Name:** \_\_\_\_\_  
Please print Last First Middle

**Prior Name:** \_\_\_\_\_  
Please print Last First Middle

**Reason for Change:** \_\_\_\_\_

**Are you a current Simon student?**  Yes  No

**If not currently enrolled, when did you last attend the Simon School?** \_\_\_\_\_

**Are you an international student?**  Yes  No

*\*Registrar's Office Use Only\**

*Revision: 8/2022*

*Document presented as proof of name change:*

- |   |   |   |
|---|---|---|
| <input type="checkbox"/> Birth Certificate    | <input type="checkbox"/> Passport         | <input type="checkbox"/> Court Order          |
| <input type="checkbox"/> Social Security Card | <input type="checkbox"/> Driver's License | <input type="checkbox"/> Marriage Certificate |

*Date Received:* \_\_\_\_\_ *Date Processed:* \_\_\_\_\_ *By:* \_\_\_\_\_