



REQUEST FOR NAME CHANGE FORM

<p>Instructions for students or alumni (not currently a faculty or staff member): You must complete this form and provide one of the following pieces of identification in person, by fax (360.867.6680) or scanned and emailed to registration@evergreen.edu.</p>	<p>Instructions for faculty or staff: You must appear in person and provide photo identification as proof that you are the person whose name is being changed. If the photo identification presented is not one of the documents listed below, one of the following must be presented as proof of name change. A photocopy of the documentation will be kept along with this form.</p>
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<input type="checkbox"/> Valid Driver's License	<input type="checkbox"/> Social Security Card	<input type="checkbox"/> Marriage Certificate or License
<input type="checkbox"/> Passport	<input type="checkbox"/> Court Order	<input type="checkbox"/> Valid Military ID
<input type="checkbox"/> Valid State ID	<input type="checkbox"/> Birth Certificate	<input type="checkbox"/> US Bureau of Indian Affairs ID
<input type="checkbox"/> Federally recognized Indian Tribal Enrollment Card		

Check all current associations with the college:

Student Alumni Classified Staff Exempt Staff Temporary / Hourly Employee Faculty / Dean

NAME CHANGE	
A #:	Effective Date of Change:

New Name

First:

Middle:

Last:

Former Name

First:

Middle:

Last:

Signature:	Date:
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Update Addresses and Phone Numbers at www.my.evergreen.edu

FOR OFFICE USE ONLY
<p>Distribution for Name Change: Student / Alumni Name Changes → Registration Faculty / Dean Name Changes → Dean's Area Staff / Hourly Employee Name Changes → Human Resource Services Name changes via Social Security Card → Human Resource Services if individual is employed by the college</p>

Banner updated on:	By:
Paper file(s) updated on:	By: