Office of the New Brunswick Registrar
65 Davidson Road, ASB Building
Rm 200B - Undergraduate (Email: studenthelp@registrar.rutgers.edu) (Fax: 732-445-4238)
Rm 200F - Graduate (Email: gradreg@registrar.rutgers.edu) (Fax: 732-445-0700)
Piscataway, NJ 08854-8096

Please read the "Policy Statement on Student Name Changes on University Records" before completing this form. Use it only to change your name on the University's Official Records, not to correct or adjust the spelling or format of your name. Two forms of identification (one MUST include a State/Federally authorized picture ID, such as a driver's license, USA Passport, or Permanent Resident Card AND a second form of ID such as a Notarized Marriage Certificate, Court Order, Social Security Card, etc.) are required (Copies Accepted).

Current Name in Records Now (Last, first, middle initial): _______________________________________________________
Requested New Name (Last, first, middle name/initial): _________________________________________________________
Student I.D. (RUID #): ______________________ Telephone #: _____________________________
Current Address: _______________________________________________________________________________________
Email Address: __________________________ Email Address: __________________________ Date of Birth: __________________________
If currently enrolled, please complete the following:
Current School / College Attending: ______________________________
Other Rutgers Schools of Attendance: ______________________________________________
Expected Date Of Graduation: ______________________________________
If NOT currently enrolled, please complete the following:
Last School of Attendance: __________________________ Date Attended: __________________________
Other Rutgers Schools of Attendance: __________________________ Date(s): __________________________
Degree(s) Awarded and Year(s) Awarded: ____________________________________________

I submit ___________________________ and ___________________________ (one includes a State/Federally authorized picture ID, such as a driver's license, USA Passport, or Permanent Resident Card AND a second form of ID such as a Notarized Marriage Certificate, Court Order, Social Security Card, etc.) to verify my name change.

STATEMENT BY STUDENT:
I affirm that the request for a change of name on the Rutgers University Registrar's Student Records Database has no fraudulent or criminal purpose.

Signature: ___________________________ Date: __________________________

For Registrar's Office Date Maintenance Completed: ______

For Active Students, Contact: Dean of Students at College/School, Financial Aid Office, Business/Cashier Office
For Degree Holders, Contact: Alumni/Alumnae Offices

Edited: 9/20/2018