Change of Name Form

BEFORE COMPLETING: Please read the "Policy Statement on Student Name Changes on University Records". Use this form to change your name on the University's Official Records.

Two forms of identification are required (Copies Accepted).

1. **One Primary identification to include a State/Federally authorized picture ID, such as a driver's license, USA Passport, or Permanent Resident Card**
2. **One Secondary to include a Marriage Certificate, Court Order, Social Security Card, etc.**

If you are currently employed at Rutgers, please visit University Human Resources to update your personnel record.

Please complete the following:

Graduate Student ☐ **Undergraduate Student** ☐ **Alumni/Alumnae** ☐

Current Name in Records Now (Last, first, middle name/initial):_____

Requested New Name (Last, first, middle name/initial):_____

RUID #:_____ **Social Security #:** _____

Current Address: _____

_____

Email Address: _____ **Date of Birth:** _____

Expected Date of Graduation: _____

If not currently enrolled, please complete the following:

School(s) and Date(s) Attended: _____

Degree(s) Awarded and Year(s) Awarded: _____

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:** _____

Submit the completed form via email: universityreg@registrar.rutgers.edu or fax to 732-445-4238

In person at your campus location:

New Brunswick Office of the Registrar
620 George Street, Room 140 New Brunswick, NJ 08901
848-445-2757 (p)

Camden Campus One Stop Student Services Center 311 North 5th Street
Camden, NJ 08102-1499
856-225-6053 (p)
856-225-6453 (f)

Newark Campus
Office of the Registrar
Blumenthal Hall
249 University Avenue, Room 309 Newark, NJ 07102-9286 973-353-5324 (p)
973-353-1357 (f)

RBHS
Office of the Registrar
65 Bergen Street, Suite 1441
Newark, NJ 07101
973-972-5338 (p)
973-972-5320 (f)

For Registrar's Office _____ **Date Maintenance Completed:** _____

cc: Alumni/Alumnae Office – Degree Holders Only

Edited 07/02/2020