



UNC CHARLOTTE
The University of North Carolina at Charlotte

NAME CHANGE

Please fill out the information below and provide proper supporting documents. You may Fax the items to: 704-687-6121, or return all documents to the Office of the Registrar. **(Please note that we cannot process this form without the necessary documentation.):**

For a Name Change you will need:

REASON FOR NAME CHANGE	DOCUMENTATION NEEDED
Marriage	Copy of marriage certificate or signed social security card
Divorce	Copy of divorce decree stating you may resume the use of your maiden name or name confirmed by court or signed social security card
Legal Name	Name change document confirmed by court or signed social security card.
Mis-spelled Name	Driver's License or signed social security card

Passports can be used by International Students as documentation for a name change. The last name is the Family name.

If you are an F-1 or J-1 student, please allow 3 weeks for ISSO to issue a new I-20.

UNC Charlotte ID: _____

Name as it Appears Now in Banner: _____
Last
First
Middle

Name as it Should Appear: _____
Last
First
Middle

***Inactive students/Alumni only:* please provide your email for notification that the change has been processed.**

**Return this form to: Office of the Registrar, King 141
 9201 University City Boulevard
 Charlotte, NC 28223
 Facsimile: 704.687.6121**