

## OFFICIAL NAME CHANGE AFFIDAVIT

This form should be used to officially change your name on University administrative records. Please submit the completed form with supporting documentation to the Office of the Registrar. A copy of your Social Security card with your new name and another form of supporting documentation (court order, marriage certificate, divorce decree, etc.) are required. Please type or print legibly.

**1. Current Name (as it appears in the records now):**

\_\_\_\_\_  
*First Name* *Middle Name* *Last Name*

**2. Requested New Name:**

\_\_\_\_\_  
*First Name* *Middle Name* *Last Name*

**3. Student ID:** \_\_\_\_\_

**4. Rutgers Email Address:** \_\_\_\_\_

**5. Current Mailing Address:**

\_\_\_\_\_  
*Include Number, Street and Apt. Number* *City* *State* *Zip Code*

**6. Phone Numbers:**

\_\_\_\_\_  
*Home Telephone Number (incl. area code)* *Business Telephone Number (incl. area code)* *Mobile Telephone Number (incl. area code)*

**SUBMISSION BY STUDENT:**

**I am submitting the following supporting documents for this legal/official name change:**

- Copy of new Social Security Card
- Other supporting documentation (court order, marriage certificate, divorce decree, etc.)
- Other: \_\_\_\_\_

**In addition to the name change, I would like my records to reflect the following gender:**

- Female
- Male
- Non-Binary
- Prefer Not to Say

**STATEMENT BY STUDENT:**

**I affirm that this Affidavit for a legal/official name change is not for any fraudulent purpose or to avoid criminal prosecution. I am making this Affidavit in order to aid in correctly or adjusting my records.**

\_\_\_\_\_  
Student Signature

\_\_\_\_\_  
Date

**RETURN TO  
OFFICE OF THE REGISTRAR**

(FOR OFFICE USE ONLY)

\_\_\_\_\_  
Office of the Registrar Signature

\_\_\_\_\_  
Date

Copies to: Office of the Registrar Office of Student Affairs Student
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