



UNITED TRIBES  
TECHNICAL COLLEGE

## REGISTRAR'S OFFICE

3315 University Drive  
Bismarck, North Dakota 58504  
Phone: 701.221.1850  
Fax: 701.530.0636 | registrar@uttc.edu

### Name Change Request

Students (Current & Former): Forward completed form and appropriate documentation to the UTTC Registrar's Office.

**I hereby request that my name be changed on all permanent college records.**

#### PLEASE PRINT

**Former Name:**

**New Name:**

Last Name: \_\_\_\_\_

Last Name: \_\_\_\_\_

First: \_\_\_\_\_

First: \_\_\_\_\_

Middle: \_\_\_\_\_

Middle: \_\_\_\_\_

Generation (Jr, III, etc.): \_\_\_\_\_

Generation (Jr, III, etc.): \_\_\_\_\_

Contact information (phone or email): \_\_\_\_\_

Student ID or Social Security Number: \_\_\_\_\_

Birth date: \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_  
MONTH DATE YEAR

Handwritten Signature (new name): \_\_\_\_\_ Date: \_\_\_\_\_

Currently enrolled campus-based students should report to the Registrar's Office, upper level of the Jack Barden Center, to process this change.

**Current and Former Students:** One of the documents listed below must be presented in person or copies submitted by mail, fax, or emailed, in order to process a name change. The submitted document **must support the new name.**

#### DOCUMENTATION: (Must support new name)

- Military or State Issued Identification with photo (ex. Driver's license)
- Official Marriage Certificate (Not bride or groom copy)
- U.S. Social Security Card (Must be signed)
- Birth Certificate
- Court Issued Name Change
- Tribal Issued Identification with photo
- Government Issued Passport (Must be signed)
- Citizenship/Naturalization Certificate
- Court Issued Adoption Papers
- Court Issued Divorce Decree

#### REGISTRAR OFFICE USE ONLY:

Processed By \_\_\_\_\_ Date Processed \_\_\_\_\_

In person  Email  US Mail  Campus  Mail  Fax

- Former
- Standard
- Official Student

REVISED 06-2017 JJH-ACADEMIC AFFAIRS

*Leadership begins here.*