

## NAME CHANGE FORM

Submit to the Kodiak Corner Front Counter in person with photo ID.

If you have applied for or receive Financial Aid or Veteran benefits, you will need to check in at the Kodiak Corner Front Counter to meet with the on duty Financial Aid staff for approval on eligible program change. The request will be processed after you have met with Financial Aid.

To update your name, you are required to present originals of the following:

- 1. Your **NEW** social security card
- 2. Your **NEW** driver's license OR **NEW** state ID
- 3. Legal documentation that demonstrates the link between an old name and new name such as marriage certificate (not scrapbook copy), divorce decree, or other legal name change documentation granted from a court.

**NOTE:** As acceptable originals, legal documentation and legal IDs such as driver's license and social security cards must have the new legal name.

NAME	LAST NAME								FIRST NAME														MIDDLE NITIAL			
NEW LEGAL NAME	LAST NAME											FIRST NAME											MIDDLE NITIAL			
STUDENT ID NUMBER																										
Do you receive or have you applied for Financial Aid or Veteran Benefits?  If you marked yes, you must check in with Financial Aid at the Kodiak Corner Front Counter to present this form, IDs, SSN card and documents to Financial Aid. Once Financial Aid has updated your Financial Aid file, they will sign on this form for you. Then you must present this form, IDs, SSN card and documents to the Kodiak Corner Front Counter for official change in the student record system.												Yes				☐ No										
STUDENT SIGNATUR	X										DATE															
OFFICE USE ONLY																										
SFS INTIALS				DATE								ES INITIALS								DATE						
NAME IN FAM SYSTEM																										

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