



## Legal Name Change Form

This form is used to file a legal name change and requires legal documentation.

When changing your legal name, your primary and preferred name will reflect the change.

A copy of one of the following legal documents is required:

- Driver's license
- Passport
- Birth certificate
- Court Issued Document
- Marriage License
- State Issued Identification Card
- Divorce Decree

Requests received without proper documentation will NOT be processed.

Complete the form, attach documentation, and return to:

Blugold Central - Attn: Registrar's Unit  
UW-Eau Claire  
Old Library 1108  
105 Garfield Avenue  
Eau Claire, WI 54702

Fax: 715-836-5816

We will also accept completed forms scanned and sent to: [blugoldcentral@uwec.edu](mailto:blugoldcentral@uwec.edu)

### Section 1: Student Identification

Name as it currently appears in UW – Eau Claire records:

\_\_\_\_\_  
Last Name First Name Middle Initial

Student ID: \_\_\_\_\_ Date of Birth: \_\_\_\_\_  
mm/dd/yyyy

Are you currently employed at UW-Eau Claire? Yes  No

### Section 2: Name Change

Name change will result in the new name appearing on ALL Academic Records

Name (NEW):

\_\_\_\_\_  
Last Name First Name Middle Initial

### Section 2: Marital Status Change

Please indicate if marital status change is applicable:

Status:  Single  Married

### Section 3: Signature

My signature authorizes UW – Eau Claire to change my legal name based on the provided legal documentation.

\_\_\_\_\_  
Student Signature Date: mm/dd/yyyy

### Office Use Only

Date Processed: \_\_\_\_\_ Initials: \_\_\_\_\_