



OFFICE OF THE  
**University Registrar**

**Name Change Form**

Please print corrected name below including spaces and upper / lower case letters.

Accent marks? Yes  No

Last Name:

First Name:

Middle Name:

Prior Last Name:

Prior First Name:

Prior Middle Name:

Preferred Name for Class Roll: \_\_\_\_\_

Reason for change: \_\_\_\_\_

Daytime phone number: \_\_\_\_\_ Email address: \_\_\_\_\_

Please attach a copy of approved documentation below. Driver's licenses and social security cards cannot be used to document a name change. If you have questions regarding documentation please call (615) 322-7701 or email [grad\\_registrar@vanderbilt.edu](mailto:grad_registrar@vanderbilt.edu).

Birth Certificate  Court Order  Divorce Decree  Marriage License  Other: \_\_\_\_\_

 Signature: \_\_\_\_\_ Date: \_\_\_\_\_ ID: \_\_\_\_\_ School: \_\_\_\_\_

Return to: Office of the University Registrar, Vanderbilt University, PMB 407701, 110 21<sup>st</sup> Ave S Suite 110, Nashville TN 37240-7701

Office use: Approved by / date: \_\_\_\_\_ Entered by / date: \_\_\_\_\_ Proofed by / date: \_\_\_\_\_