University of Oregon Student Name/Gender Change Form

Note that the Name/Gender Change Form cannot be used by current or previous University employees. Employees requesting a name change should contact payroll.

Please fill out the form completely and attach necessary documentation:

Students who have a copy of a valid ID (see list below) MUST submit this form to the Registrar to change their name and/or gender marker, as recorded in UO records. Students who DO NOT have a copy of a valid ID (see list below) must submit this form to the LGBT Education and Support Services to change their name and/or gender marker.

Requested Changes:
Select all that Apply

[N] Name Change  [N] Gender Marker Change

UO ID Number: ___________________________ Date of Birth: ___________________________

Address: __________________________________________________________ Street City State Zip

E-mail: ____________________________________________________________ Phone: (          )

Previous Name(s): __________________________________________________ (If applicable)

Previous Gender Marker: _____________________________________________ (Male/Female)

Mark each box that applies (mandatory):

[N] I am an international student.
  o International students: The name on your University of Oregon records must match your passport. A copy of this document must be attached for processing.

[N] I have applied for a University of Oregon degree and wish to use my new name on my diploma.

[N] I have attached a valid copy of one of the following:
  If documentation is not available please submit form to LGBT Education and Support Services
  o Driver’s License
  o State ID
  o Passport
  o Birth certificate
  o Marriage License specifically stating the new name after marriage
  o Divorce Decree authorizing the name change
  o Judicial Decree specifically authorizing a name change
  o Naturalization papers stating the change of name

[N] I do not have a valid copy of one of the documents in the list above

By my signature below, I hereby request that the University of Oregon use my new name and/or gender marker for all my records on file. I further state that my change of name or gender is not for fraudulent purposes or the avoidance of creditors.

Please print your new name, preferred name, and/or gender clearly and in the manner requested.

____________________________________  ___________________________  ___________________________
First Name  Middle Name  Last/Family Name

____________________________________  ___________________________  ___________________________
New Gender Marker (if applicable)  Preferred Name (if applicable)  Signature of New Name

OFFICE USE ONLY

Comments:


ID Presented: ___________________________  Received by: ___________________________  Date:

Office of the Registrar University of Oregon Name Change Form April 30, 2018
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