

Office of the Registrar

Form Information:

- x It is the student's responsibility to inform their current instructors/advisor of any legal name changes.
- x To change your Barry Student email address, due to legal name change, please contact the Division of Information Technology (DoIT).
- x Barry Employees MUST submit legal name changes to Human Resources.

Form Requirements:

- x Current Students: Submit completed form and copies of documentation from your Barry Student Email to registrar@barry.edu for processing.
- x Former Students /Alumni : Submit completed form and copies of documentation via email to registrar@barry.edu for processing.

Student Name : _____ **Barry ID # :** _____
First, Middle, Last

Date of Birth: _____ **Maiden Name (if any):** _____

IMPORTANT : Legal name change requests MUST be accompanied by a copy of official documentation and photo identification. Acceptable documentation includes a birth certificate, marriage license, divorce decree, or court order. No other form of documentation will be accepted.

I hereby certify that the above information is accurate and any documentation provided to substantiate these changes are complete, legal and una