

PETITION FOR NAME CHANGE AFTER GRADUATION

CURRENT NAME IN UNIVERSITY RECORDS

Please Print or Type

Name _____
Last First Middle Suffix (e.g., Jr.)
Date of Graduation _____ UCID or SAA User ID (if known) _____ Date of Birth _____
School & Major _____ Degree (e.g., Ph.D., M.D., Certificate) _____

REQUESTED NAME IN UNIVERSITY RECORDS

Please Print or Type

Name _____
Last First Middle Suffix (e.g., Jr.)

DIPLOMA OR CERTIFICATE REISSUE (optional)

Complete this section to order a diploma or certificate in your new name. The reissue fee is \$50 per diploma or certificate. A reissued diploma or certificate is optional. Processing time is 3–4 months.

Please explain why you need a diploma or certificate in your new name: _____

- ☐ I have attached or enclosed my previous diploma or certificate.
☐ My previous diploma or certificate was lost or destroyed. The circumstances of the loss or destruction are: _____

When my diploma or certificate arrives:

- ☐ Please notify me and hold it for pickup ☐ Please mail it to me (\$20 mailing fee per diploma or certificate)

Address _____ E-mail _____ Phone _____

DOCUMENTATION OF NAME CHANGE

Please provide either:

- A court order showing your old name and new name; *or*
- A marriage license. If your marriage license does not specify your new legal name, also provide a driver license, passport, or social security card showing the name you request for your university records, including transcripts.

FEES & PAYMENT

Name change fee is \$15. Optional diploma/certificate reissue fee is \$50 per diploma. Optional mailing fee is \$20 per diploma or certificate.

- ☐ Check or money order payable to UC Regents
☐ Visa / MasterCard / Discover / American Express Card No. _____
Expiration Date _____

CERTIFICATION

I declare under penalty of perjury that the foregoing information is true and correct and that all documents that I have attached or provided along with this petition are originals or genuine copies of the originals.

Signature _____ Date _____
Signature must match requested name change

- ⇒ If you present this form in person at the Office of the Registrar, please bring photo identification and sign in the presence of our staff. If you mail this form, we require you to notarize it. Please remember to include attachments.

For office use only

Received by _____ Date _____ Total Fee _____ Diploma Return Date _____