

Cornell University Name Change Form

To update or change your Primary Name on your student record, U.S. citizens and permanent residents, must provide a passport, birth certificate, state issued driver's license or court-issued document (such as a marriage or divorce certificate.)

- Email via Secure File Transfer
- Fax to (607)255-6262
- Mail: Office of the University Registrar, 245 Day Hall, Cornell University, Ithaca, NY 14853
- In person: 245 Day Hall

For International students on a Visa: Your primary name must reflect the name that appears on your Visa. Contact the Office of Global Learning, International Services at international@cornell.edu or (607) 255-5243 for assistance with updating your name.

CURRENT NAME ON RECORD (please print):

_____			_____
			Cornell ID #
_____	_____	_____	
Last	First	Middle	

NEW NAME (please print):

Last	_____
First	_____
Middle	_____

Suffix |_|_|_|_|_|

Phone Number: _____

Email Address: _____

- REASON:** **M-Marriage** **L-Legal**
 D-Divorce **O- Other**
 C-Correction **V-Visa**

_____	_____
Student's Signature (Must be original signature or electronic signature, not script font.)	Date