

**NAME CHANGE**

**GRAND VALLEY STATE UNIVERSITY – Student Assistance Center**

STUDENT NUMBER \_\_\_\_\_

**CHECK ONE:**  **LEGAL CHANGE** – Attach photocopy of updated Social Security Card showing new name.  
 **CORRECTION** – Due to erroneous data on school records.

OLD NAME \_\_\_\_\_  
Last First Middle

NEW NAME \_\_\_\_\_  
Last First Middle

LOCAL ADDRESS \_\_\_\_\_ Use for DURING semester mailings:  
Number/Street Name REGISTRATION INFORMATION, TUITION INCREASE, DEPARTMENTAL MAILINGS etc.  
\_\_\_\_\_  
City/State/Zip Telephone

PERMANENT ADDRESS \_\_\_\_\_ Use for BETWEEN semester mailings: GRADE  
Number/Street Name REPORTS, TUITION INCREASES, DEPARTMENTAL MAILINGS etc.  
\_\_\_\_\_  
City/State/Zip Telephone

NEXT OF KIN \_\_\_\_\_ RELATIONSHIP \_\_\_\_\_

Official name changes must be completed with the social security administration before records can be updated. Request a name change with the social security administration at <http://www.ssa.gov/ssnumber/>

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