



## Student Name Change Form

CURRENT STUDENT INFORMATION		
<b>Student Number:</b>	<b>Student Name:</b>	
<b>Mailing Address:</b>		
<b>City:</b>	<b>Province:</b>	<b>Postal Code:</b>
<b>Phone Number:</b>	<b>Email Address:</b>	
<b>Student Signature:</b>		<b>Date (DD/MM/YY):</b>
IMPORTANT INFORMATION		
<b>Existing Legal Name:</b> Your name as currently appears on your Douglas College Student Record.		
<b>New Legal Name:</b> This must match the name on your supporting documents.		
<b>Note:</b> Official documentation is required for an Official Name Change. Please contact Enrolment Services if you wish to confirm you have the correct Name Change documents.		
EXISTING LEGAL NAME		
<b>Last:</b>	<b>First:</b>	<b>Middle:</b>
NEW LEGAL NAME		
<b>Last:</b>	<b>First:</b>	<b>Middle:</b>
<b>Preferred Name (if different from New Legal Name):</b>		
OFFICIAL DOCUMENTATION PROVIDED		
<ul style="list-style-type: none"> <li>▪ Attach 1 (copy) of:</li> <li><input type="checkbox"/> Marriage Certificate    <b>OR</b>    <input type="checkbox"/> Legal Name Change Certificate    <b>OR</b>    <input type="checkbox"/> Affidavit of Name Change    <b>OR</b>    <input type="checkbox"/> Divorce Certificate</li> <li>▪ <input type="checkbox"/> Other (Please specify: _____)</li> </ul>		
OFFICE USE ONLY		
<b>NOTES:</b>		
<b>Changes Entered By:</b>		<b>Date Entered (DD/MM/YY):</b>

**Collection Notice**

Your personal information is collected by Douglas College under the authority of Section 27 (2) of the Freedom of Information and Protection of Privacy Act (FIPPA). The information will be used to process your Request for Name Change. Questions about the collection of this information may be directed to the Associate Registrar, Enrolment Services at 604-777-6093 or email [reg\\_admin@douglascollege.ca](mailto:reg_admin@douglascollege.ca).

Date Received:  
 Enrolment Services