



## Change of Primary Name Form

This is a request to change your primary (legal) name and requires legal documentation. If changing your last name, the name change will carry over into the preferred name in accesSPoint as well.

Current name on file in accesSPoint      Student ID Number: \_\_\_\_\_

*Last Name*                                      *First Name*                                      *Middle Name*

- First Name Change Request      Print New Name \_\_\_\_\_
- Middle Name Change Request      Print New Middle Name \_\_\_\_\_
- Last Name Change Request      Print New Last Name \_\_\_\_\_

One of the following documents is required when changing your name.

- Marriage Certificate
- Adoption Papers
- Court Order
- Passport/Visa
- Driver's License
- Divorce Decree
- Social Security Card

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Return completed form to:

Office of the Registrar  
1108 Fremont St  
Student Services Center, Room 101  
Stevens Point, WI 54481  
Email: [registrar@uwsp.edu](mailto:registrar@uwsp.edu)  
Fax: 715-346-2558

Office Use Only:	Date Processed	Initials
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