



University of Wisconsin-Stevens Point

Office of the Registrar

Stevens Point WI 54481-3897
715-346-4301; Fax 715-346-2558

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 _____

Official documentation that includes your new/current name is required to change your name.
Some examples include:

- 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
Fax: 715-346-2558

Office Use Only:

Date Processed

Initials