



Office of the University Registrar  
3141 Chestnut Street, Curtis 261  
Philadelphia, PA 19104  
Fax: 215-895-0540

Change in Student Name or Social Security Number Form

Section I – To be completed in full

Name \_\_\_\_\_  
Last First Middle Initial

University ID Number

Section II – Complete this section only if requesting a correction or change in name.

If the reason for the change of name is for any other reason than marriage, please provide legal documentation.

Title     First Name

Last Name                 Family Rank (Jr., Sr., III)

Section III – Complete this section only if requesting a correction or change in Social Security Number. Please be prepared to provide your Social Security Card as well as government-issued identification.

New Social Security Number

Section IV – Please authorize your request

Signature of Student \_\_\_\_\_ Date \_\_\_\_\_

**For OUR Use Only**  
\_\_\_\_\_  
Processed by Date