



OFFICE OF THE REGISTRAR

505 Ramapo Valley Road, Mahwah, NJ 07430-1680

Phone (201) 684-7695 Fax (201) 684-7956

E-mail registrar@ramapo.edu

www.ramapo.edu

A. If this form is being used to correct spelling of format, it must be accompanied by a copy of a positive form of ID. Acceptable documents are driver's license, birth certificate or a passport.

B. If this is being used to change to a different name (first or last), it must be accompanied by a copy of the legal document authorizing the change. Acceptable documents are: Marriage Certificate, Divorce Decree or Court issued Judgment for Name Change.

C. If this is being used to add a middle name or Suffix it must be accompanied by a copy of your birth certificate.

_____ or if prior to _____

Last Name First Name Middle

Last Name First Name Middle

Currently Enrolled

Former Student (non graduate)

Graduate of Ramapo College

Use Only: Staff Initials: _____ Date: _____

_____ Updated in SIS _____ Updated Student file _____ Contacted IT _____ Emailed Helpdesk@ramapo.edu

Update 4/30/20 P:\Shared\Registrar\FORMS\Name Change Forms\Student Change of Name forms 4.30.20.docxOffice