



Weill Cornell Graduate School of Medical Sciences

Name Change Form

To update or change your Primary Name on your student record, U.S. citizens and permanent residents, must provide a passport, birth certificate or court-issued document. International student on a Visa, your name must reflect the name that appears on your Visa. Bring this form and the appropriate original documentation list below to the Office of the Registrar.

Current name on school records: \_\_\_\_\_
Last First MI

Date of Birth \_\_\_\_\_

Documentation: Bring one the following original documentation to substantiate change of name.

- Marriage License Driver's License Passport Court Order Birth Certificate

New Name: \_\_\_\_\_
Last First MI

Graduate Students must complete the following:

- 1. Inform your major sponsor/temporary advisor
2. Inform your program chairperson/program director
3. Complete Payroll Forms with to Human Resources, Records and Data Management Department, 575 Lexington Avenue, Room 690
4. Obtain a new Student I.D. card
5. Inform Student Health of name change (Located at 418 East 71st Street, Suite #21)

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