

Legal Name or Birthdate Update

Students who need to add or correct their Legal Name or Date of Birth must complete the relevant section(s) and sign this form and submit supporting documentation.

Student Name

Student ID

I am requesting to update my Legal Name to: (please type or print clearly)

First

Middle

Last

You must submit one of the following:

- Signed, legible copy of your social security card
- Official court documentation showing legal name change (such as a court order, marriage license, or divorce decree)
- Legible copy of your birth certificate

I am requesting to update my Date of Birth to: (please type or print clearly)

Month

Day

Year

You must submit one of the following:

- Legible copy of your driver's license or state ID
- Legible copy of your birth certificate

I certify that all information on this form is accurate.

Signature

Date

To submit your completed form and supporting documentation, please bring to The Office of the Registrar at 600 S Michigan, Room 611 or email registrar@colum.edu or fax 312-369-8073. Please allow 2-3 business days for processing.