

NAME CHANGE FORM

It is the responsibility of the student to notify the Registrar's Office as soon as possible when a name change occurs in order to assure timely correspondence from all departments at the Boston Architectural College.

When submitting a Change of Name request, a copy of an official document must be submitted in order to process your request. Acceptable documentation includes:

- Any government issued photo I.D. (driver's license, passport, alien registration card, etc.)
- Any legal document showing the former name and new name (marriage certificate, divorce decree, naturalization papers, court approval of name change, etc.)

STUDENT INFORMATION

Student Name: _____ BAC ID# _____
Date of Birth: _____ BAC Email: _____@the-bac.edu
Degree Program: _____

NEW STUDENT INFORMATION

New First Name: _____
New Middle Name: _____
New Last Name: _____
Type of Documentation (please submit with this form): _____
Effective Date of Name Change: _____

AUTHORIZATION

The information on this form and the attached documentation represent accurate and legally acceptable proof of my name. Please change all records to reflect this name.

Student Signature: _____ Date: _____

Office Use Only:

Rec. Date:	Reg Signature:	Bursar Signature:	F.A. Signature
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