

Name

\_\_\_\_\_

Last

\_\_\_\_\_

First

\_\_\_\_\_

Panther ID

**Change of Name**

**Directions:** Please complete this portion if you have legally changed your name. Attach a copy of the legal document reflecting the change of name and indicate by marking the appropriate box below. PLEASE PRINT CLEARLY. All University employees (past or present) should also submit a change of name request to the Human Resources Department in PC 224, (305) 348-2181.

Reason for Change:

- Marriage  (Marriage Certificate with a State Issued I.D. showing Name Change)
- Divorce  (Legal document restoring Maiden Name)
- Legal  Name Change (Court document with New Name)
- Misspelling  (Passport, Naturalization Certificate, Birth Certificate, OR Social Security Card with State Issued I.D. or Military I.D.)
- Other  (Passport, Naturalization Certificate, Birth Certificate, OR Social Security Card with State Issued I.D. or Military I.D.)

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First M.I.

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Last

**Change of Address**

**Directions:** Please complete this form if you want to change your permanent address. Provide a picture ID or a copy of the legal document reflecting the current address for verification purposes.

Old Address: \_\_\_\_\_ New Address: \_\_\_\_\_

\_\_\_\_\_

Please check which addresses you are updating: \_\_\_\_\_ Permanent Only \_\_\_\_\_ All Addresses

**SSN Update**

**Directions:** Please complete this form if you want to update your Social Security Number. Attach the *signed* social security card along with a picture ID. **Note:** Unsigned SSN cards will not be processed.

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Social Security Number

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

**SUBMISSION INSTRUCTIONS**

1. Login to your my.fiu.edu account
2. Click on the Student Tools tile
3. Click on the Document Upload tile
4. Select **REGISTRATION, CHANGE OF NAME/ADDRESS** from the drop-down menus
5. Attach form and any supporting documentation
6. Submit