

*A student whose name has changed since last attending UW-Whitewater will have his/her academic transcript issued with the name as it currently appears on the official record. If your name has changed and you would like your official UW-Whitewater academic record (and transcript) to reflect the change, you must provide the following information along with your request for the official transcript:*

- 1. A written, signed and dated statement that requests the name change and cites both the old and new names;*
- 2. Legible copies of both of the following two forms of identification that designate the new name to which you would like your record changed:*
  - a. A copy of a form of photo identification (acceptable forms include driver's license, state issued ID card, school ID card with photograph, military ID card or an alien registration card with photograph );*

**AND**

  - b. A copy of a court ordered legal document. Acceptable forms include marriage license (marriage certificate is not acceptable), social security card, birth certificate, legal passport, certification of U.S. citizenship, employment authorization documents, or Native American tribal document.*

*As necessary, you may be asked to provide additional documentation to support a request for a name change.*