



REQUEST FOR NAME CHANGE

Name changes will only be processed if accompanied by required official documentation.

A request for name change must be supported by original or certified/notarized copies of the following documents:

Name Change by Marriage: Canadian marriage certificate, foreign marriage certificate (must be translated into English), divorce order or judgement.

Name Change by Law: Certificate of court order made under provincial change of name act or similar legislation.

Return to Maiden Name: Birth certificate and valid photo identification (ex: driver's license, passport).

Given Name Change: Valid photo identification is required. In addition to the above documents, a valid passport or driver's license may be used to modify a given name.

Student Information

Student Number		Lakehead Email	
Telephone Number		Date	

Previous Name on File

Title (Mr., Mrs., Ms.)		First Name	
Middle Name		Last Name	

New Name with Documentation

Title (Mr., Mrs., Ms.)		First Name	
Middle Name		Last Name	

Have you submitted an Intent to Graduate?

☐ Yes ☐ No

Do you want your pending degree/diploma parchment to reflect your new name?

☐ Yes ☐ No

Student Signature: _____

For Office Use Only	Documentation Present	BIO Updated	Grad File Updated	Date