Change of Name Form

Purpose: Use this form to change your name in SUNY Oswego’s Student Information System.

Current Students: SUNY Oswego allows all students to add a preferred first name, which will be the first name used on campus (as outlined by the Preferred Name Policy).

Student Information  Student ID: ___________________________ Date of Birth: ________________
Phone: ___________________________ Email: ________________

Are you an International Student?  □ No  □ Yes

I am requesting to add a Preferred Name (First-name only).
No documentation is required to add this information to your record. It does not change your legal name.

Preferred Name (First-name): __________________________________________________________

Legal Name:

_________________________  ___________________________
Lastname (print)  Firstname (print)

OR

□  I am requesting to change my legal name.

[Legal Name Change requests must be made in person along with required documentation at 301 Culkin Hall or mailed to: Registrar’s Office, 301 Culkin Hall, SUNY Oswego, Oswego, NY 13126.]

Signature: ___________________________________________  Date: __________________________