

# Name Change/Diploma Name Change



Office of the Registrar  
Western Kentucky University  
1906 College Heights Blvd #11017  
Bowling Green KY 42101-1017  
Fax: 270-745-4830  
email to: leslie.vanderpool@wku.edu

**\* Name changes will be processed for currently enrolled students ONLY\***

**Print Name as currently appears on your WKU record:**

_____	_____	_____	_____
WKU ID#	Last Name	First Name	Middle
_____			
Maiden Name or Names			
_____			
_____	_____		_____
Daytime Phone Number	WKU email address		Date of Birth

**Change Name to:**

Reason for Name Change:

☐ Marital Status

☐ Adoption

☐ Clerical Error

☐ Other \_\_\_\_\_

*I certify that the above statements are correct and complete and that there is no intent on my part to defraud.*

*I further state that the name currently on record and the name requested are for one and the same person.*

**X**

\_\_\_\_\_  
Student Signature Required

\_\_\_\_\_  
Date

**Diploma Name** If you have not submitted your **Application for Graduation**, do NOT complete this section.

Your diploma name may be your new name or a variation of your new and former names that we have on file for you.

Name for Diploma: \_\_\_\_\_

Diploma addresses should be updated on TopNet under the **Personal Information** tab. Diplomas will be mailed to the address listed as the Diploma Address.

In addition to completing this form, we will need a **copy** of **one** of the following documents:  
**Social Security Card, Marriage Certificate\*, Divorce Decree, Court Order, Birth Certificate or Passport (for International Students).** \*Copy of the social security card is required for current or past WKU employees

**For Office Use Only**

_____	HR	_____	Currently Enrolled	_____	Hard Copy
_____	No App	_____	Dipl Chg	_____	DC Notify

\_\_\_\_\_  
employee initials /date