

## Legal Name, Legal Sex, and Social Security Number Changes

This form is for legal name, legal sex, and SSN changes only. Please complete and return to the Office of the Registrar (registrar@westga.edu) or in person at the Momentum Center Front Desk. Do not email documents with Social Security Numbers.

**\*Valid supporting documentation must accompany this request\***

If you would like to provide UWG with your preferred first name, gender designation, or personal pronouns please make these changes in your Self-Service Banner (BANWEB) account under the Personal Information Menu - My Profile (New) Link. If you need assistance, please visit the Momentum Center or email the Registrar's Office at registrar@westga.edu.

Current Student Information	
First Name	
Middle Name	
Last Name	
UWG ID (917#)	
Have you applied for graduation? <input type="checkbox"/> Yes <input type="checkbox"/> No	
Are you an international student? <input type="checkbox"/> Yes <input type="checkbox"/> No If Yes, please obtain signature from International Student Admissions and Programs.	
Signature: _____	Date: _____
Change Requested	
<input type="checkbox"/>	Current Legal Name on File: _____ New Legal Name (FML): _____ Requires one of the following: Government-issued photo ID (issued on or after 01/01/2008), Current U.S. Passport, Recent Marriage Certificate (issued within one calendar year), Social Security Card, Divorce Decree, or Court Order.
<input type="checkbox"/>	Current Legal Sex on File: _____ New Legal Sex: _____ Requires original or certified copy of the court order OR a government-issued photo ID reflecting update.
<input type="checkbox"/>	Current Social Security Number on File: _____ New SSN: _____ Requires Social Security Card
I certify that all statements are true and complete.	
Signature: _____	Date: _____

**\*Valid supporting documentation must accompany this request\***