

# Legal Name Change Form



**Registrar** • School of Visual Arts  
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If you are a current or former student at SVA, use this form to make a permanent change to your legal name on all College records, including transcripts, student bills, financial aid documents, and tax forms.

If you are a current staff or faculty member, contact Human Resources for the appropriate name change documentation in lieu of completing this form.

**Legal name change requests must be accompanied by appropriate legal documentation (e.g., a court order, marriage license, federal/state ID, etc.).**

## **CURRENT NAME**

Your name as it currently appears in SVA's record

\_\_\_\_\_  
Last Name

\_\_\_\_\_  
First Name

\_\_\_\_\_  
Middle name / Initial

Male  Female

\_\_\_\_\_  
Chosen or Preferred Name (if applicable)

\_\_\_\_\_  
Sex (if applicable)

## **NAME CHANGE INFORMATION**

Your updated name as reflected in the supported documentation

\_\_\_\_\_  
Last Name

\_\_\_\_\_  
First Name

\_\_\_\_\_  
Middle name / Initial

Male  Female

\_\_\_\_\_  
Chosen or Preferred Name (if applicable)

\_\_\_\_\_  
Sex (if applicable)

This is to attest that I am the student signing this form and I authorize SVA to update my chosen or preferred name in all applicable College records.

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

\_\_\_\_\_  
SVA ID#

\_\_\_\_\_  
Date (MM/DD/YR)