

Alumni Request for a Name Change on McMaster University Records

Instructions

1. Complete and save this form to your computer. Digital signatures are accepted.
2. Log in to your Mosaic Student Centre. Select '**other academics**' and choose **Service Requests** from the drop down menu, then '**Create New Request**'.
3. Attach this form and any supporting documents to your service request.
4. Return to the Service Request page to monitor updates.

Please select the change(s) you are requesting:

Edit to first name

Addition of middle name

Edit to last name

Removal of middle name

Student Number	Date of Birth (YYYY/MM/DD)
Email	Telephone Number

Name to be used on McMaster University records

First Name	Middle Name(s)	Surname (Last Name)

Check the types of legal documentation attached to your Mosaic service request.

Please note that a birth, marriage, naturalization certificate, driver's license, or court order must accompany this request.

Name change certificate

New birth certificate

Marriage certificate

Valid driver's license

Naturalization certificate

Court order

Valid passport

Please check if you have submitted a service request in Mosaic or an order in Parchment for any of the following this term.

Request for a diploma replacement

Request for a transcript

Student Signature

Date

FIPPA Notice

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