

# Change of Student Information

Email: [Registrar@MissouriState.edu](mailto:Registrar@MissouriState.edu)  
Phone (417) 836-5520, Fax (417) 836-6334  
901 S National Ave, Carrington Hall 320  
Springfield, MO 65897

Form revised 8/3/2021

Student Name: \_\_\_\_\_ BearPass #: M \_\_\_\_\_  
Last First MI  
Phone number: \_\_\_\_\_ OR Email address: \_\_\_\_\_

**Name Change:** Suitable documentation may include: proof of name change such as new driver's license, official state ID card, social security card, court order, dissolution decree, current passport, or official proof of identity certified by U.S. embassy abroad or by the appropriate foreign embassy in the U.S.

**Note:** Academic records for students who last attended before 1984 are only available on microfilm and names cannot be updated on the microfilm.

Current name on record: \_\_\_\_\_  
Last First MI

New name to be on record: \_\_\_\_\_  
Last First MI

Reason for name change: Marriage Divorce Restoration of Maiden Name Other

**Marital Status Change:** Suitable documentation may include: order of a court of competent jurisdiction, marriage license. Note: If you need to add/change an emergency contact individual, submit a Change of Student Contact Information Form.

Divorced Married Separated Single Partner Widowed

**Social Security Number Change:** Suitable documentation may include: original social security card. Note: For students who applied to the University for the first time fall 2009 or after, disclosure of your social security number (SSN) is voluntary. However, several University offices including Office of Student Financial Aid will require your SSN.

Current SSN on record: \_\_\_\_\_ New SSN to be on record: \_\_\_\_\_

**Birth Date Change:** Suitable documentation may include: valid driver's license, birth certificate or official state ID card, or order of a court of competent jurisdiction.

Current birth date on record: \_\_\_\_\_ New birth date to be on record: \_\_\_\_\_

**Birth Sex:** Suitable documentation may include: valid driver's license, birth certificate or official state ID card, or order of a court of competent jurisdiction.

Male Female

## Citizenship Status Change:

**Permanent Resident — From Non-U.S. Citizen to Permanent Resident:** Suitable documentation may include: copy of Permanent Resident Card (also known as Immigration Visa, Permanent Visa, or Green Card.)

**U.S. Citizen — From Non-U.S. Citizen to U.S. Citizen:** Suitable documentation may include: copy of U.S. Passport, Naturalization Certificate, or Certificate of Citizenship.)

Student Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Office use only: \_\_\_\_\_ Date: \_\_\_\_\_

Processed by