



UNIVERSITY of WISCONSIN - EAU CLAIRE

Blugold Central • VLL 1108, 105 Garfield Avenue, Eau Claire, WI 54702 • (715) 836- 3000

Legal Name and Biographical Data Change Form

This form is used to file a student legal name or biographical data change and requires legal documentation. Faculty/Staff contact the ASK center for information about legal name changes.

A copy of one of the following legal documents is required to change your legal name:

Driver's license, Passport, Birth certificate, Court Issued Document, Marriage Certificate, State Issued Identification Card, Divorce Decree

***When changing your legal name, your primary and preferred name will reflect the change.*

A copy of one of the following legal documents is required to change your gender:

Birth certificate, Court Issued Document, WI State Issued Driver's license, or an Affidavit or statement from a licensed physician certifying the gender change

Requests received without proper documentation will NOT be processed.

Complete the form, attach documentation, and return to: Blugold Central, Attn: Records & Registration, UW-Eau Claire, VLL 1108, 105 Garfield Avenue, Eau Claire, WI 54702; fax to 715-836-5816; we will also accept completed forms and documentation scanned and sent to: regrec50@uwec.edu

Section 1: Student Identification

Name as it currently appears in UW – Eau Claire records:

Last Name First Name Middle Initial

Student ID: _____ Date of Birth: _____
mm/dd/yyyy

Are you currently employed at UW-Eau Claire? Yes No

Section 2: Name Change

Name change will result in the new name appearing on ALL Academic Records

Name (NEW):

Last Name First Name Middle Initial

Section 3: Marital Status Change

Please indicate if marital status change is applicable:

Status: Single Married

Section 4: Gender Status Change

Please indicate if gender status change is applicable:

Status: Female Male

Section 5: Signature

My signature authorizes UW – Eau Claire to change my legal name based on the provided legal documentation.

Student Signature Date: mm/dd/yyyy

Office Use Only

Date Processed: _____ Username: _____