

Office of the Registrar 9125 – 50 Street Edmonton, Alberta, Canada T6B 2H3 Tel. 780-465-3500 www.kingsu.ca

Change of Name

Name changes are processed at the Office of the Registrar.

One of the following must be presented as acceptable documentation in support of this request:

a legal change of name certificate a passport a marriage certificate a birth certificate (this one is required only if you are changing your name back to your birth name).

To request a name change by mail, a copy of the original document marked "Certified True Copy" must be mailed to The Office of the Registrar. (Faxed copies are not acceptable.) A "Certified True Copy" is a photocopy of the original documentation attested to by a Guarantor. Your Guarantor's position, organization, name and original signature must appear on the photocopied document. The following can serve as Guarantors:

- Legal Professional (including a Police Officer)
- Mayor
- Medical Professional
- Minister of Religion
- Person occupying a Senior Administrative position at a Post-Secondary Institution

Student I.D. Number

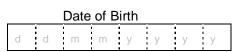
Previous Name

Surname

First Name and Middle Name(s)

Signature

Previous Name



Address Change

(if Applicabl	e):					
	Street Address	City	Province	Postal Code	Phone	
Office Use:						
	Completed by	Date	Electronic File Updat	ed		

- Postmaster
- Professional Accountant or Engineer
- Signing Officer of a Banking Institution
- Teacher or School Principal
- University Instructor

Date								
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Name Changed to

Surname

First Name and Middle Name(s)

Signature

New Name