

Legal Name, Gender, and/or Social Security Number Change Form

The Registrar's Office will process name changes for currently enrolled students only.

As of _____, I request that my official New Mexico Tech records be updated to reflect the following:

Legal Name Change

From:

First

Middle

Last

To:

First

Middle

Last

For reason of:

(Marriage, court order, or specific other)

Legal Gender Designation Change

If you are a US citizen or permanent resident, your federal sex designation should match the gender designation that NMT reports to the Social Security office for federal reporting purposes, distribution of federal aid, and employment records. Otherwise, if you are not an US citizen or permanent resident, your legal gender designation should match the gender marker on your passport.

My legal gender designation is: Female (F) Male (M) Nonbinary/other (X)

Social Security Number Change

A updated Social Security Card must be presented for verification

New Social Security Number: _____

Marital Status Change

My marital status is: Single Domestic Partnership Married

Please provide the following documentation:

1. A certified copy of a marriage certificate, court order, or dissolution decree reflecting the new name;
2. An updated Social Security Card, Driver's License, Passport, Government or Military I.D.

Student employees must present an updated Social Security Card.

I am aware of and fully understand the possible complications that may occur from this change and, therefore, do not and will not hold New Mexico Tech liable in any way. I also understand that the Registrar's Office at New Mexico Tech will notify the appropriate departments of this change, but it is my responsibility to notify any instructors of courses in which I am currently enrolled.

Signed: _____ Date: _____

For Office Use Only: Initials: _____ Date: _____ Copies of documentation attached (required): _____
--