CHOSEN NAME CHANGE REQUEST FORM

WICHITA STATE UNIVERSITY
OFFICE OF THE REGISTRAR
1845 Fairmount, Wichita, KS 67260-0058

This form is used to request a chosen myWSU Name be added to a student record and be used within the WSU systems and community to the extent possible. Only first and middle chosen names may be requested.

- Name changes must be initiated by the person in question
- A current photo identification is required for verification
- Students may request/change a chosen myWSU Name no more than twice per academic year
- A chosen myWSU name cannot be used for misrepresentation or to avoid legal obligations
- A chosen myWSU name cannot include symbols or images
- A middle name or initial must be included in a chosen name
- The Registrar may refuse any chosen myWSU name deemed to be offensive or derogatory
- For a complete list of systems and instances where chosen vs legal myWSU name will be used, visit www.wichita.edu/name.

Complete all the information below:

LEGAL NAME: _____ _____ _____
First Middle Last

***MyWSU* ID #** _____ Date of Birth _____
Mo/Day/Year

ADD/CHANGE
CHOSEN NAME TO:_____ _____
First Middle

_____ I want my Wichita State email address CHANGED to reflect my new initials.

I affirm that the above information is correct and that the change requested is for myself:

/sign/_____Date _____

Phone#_____ Email Address: _____

<I understand that making a false writing is a felony under Kansas law (K.S.A. 21-3771).>

09/26/19