

Change of Name or Directory Information

Date: _____

Full name: _____ ID# _____

MHSL Email Address: _____

Student Signature: _____

Electronic signatures can be accepted only if form is sent through the Mitchell Hamline email system

Legal Name Change

Please note that name changes require documentation of legal name change and must display your new legal name. If your documentation does not display your new legal name, additional documentation that does display your new legal name is required.

Fill in the blank with the type of documentation provided (i.e copy of marriage license or divorce decree) and email together with this form _____

Previous Name:

First: _____ Middle Initial: _____ Last: _____

Change to:

First: _____ Middle Initial: _____ Last: _____

Preferred Name Update

Your preferred first name appears in Canvas.

Update my preferred name to the following: _____

Change in directory information:

New Address: _____

City: _____ State: _____ Zip Code: _____

New Home Phone: _____

New Work Phone: _____

New personal E-mail: _____

Please return your completed form to the Registrar's Office
registrar@mitchellhamline.edu
or Room 120

Office use only

Date Received _____

Date Entered _____

Completed By _____

Updated February 2022