



UNIVERSITY OF COLORADO AT DENVER
 OFFICE OF RECORDS AND REGISTRATION
 CAMPUS BOX 167
 P.O. BOX 173364
 DENVER, COLORADO 80217-3364
 NORTHCLASSROOM 1001-1003

PLEASE RETURN THIS FORM TO THIS OFFICE.

NAME/NUMBER CHANGE FORM

I REQUEST THAT THE FOLLOWING ITEMS BE CHANGED ON MY STUDENT RECORDS AT THE UNIVERSITY OF COLORADO. I UNDERSTAND THAT THIS CHANGE WILL BE REFLECTED ON ALL UNIVERSITY OF COLORADO STUDENT RECORDS.

_____ My student number is incorrect. The wrong number is _____ / _____ / _____.
 The correct number should be _____ / _____ / _____. **Please write clearly.**
(You must provide a copy of your social security card or driver's license to initiate this change).

_____ My name is incorrect or has been changed.
 My name currently appears as _____.
Please print clearly
 My name should appear as _____.
(You must provide a copy of an official document - birth certificate, marriage license etc. - to initiate this change).

_____ My birthdate is recorded incorrectly as _____.
 My birthdate should appear on my records as _____.
Please write clearly.
(You must provide a copy of an official document - birth certificate, passport etc. to initiate this change).

If the University made an error when entering any of the above information, no documentation is required to correct the error.

Date _____ Signature & student # _____