

Change of Student Information

Please fill out this form and return to Office of Academic Records in Brown Administrative Complex, Room 154. Be prepared to provide appropriate documentation as outlined below. Contact academicrecords@hbu.edu with any questions.

Last Name on record	First Name on record	H#
HCU Email		

I am requesting to change my:

☐ Name From: _____ To: _____

Must provide ☐ valid photo ID (type: _____) and one of the following:

- ☐ Passport (acceptable only for international students)
- ☐ Birth certificate
- ☐ Marriage license
- ☐ Divorce decree
- ☐ Court order

☐ Social Security # From: _____ To: _____

Must provide ☐ valid photo ID (type: _____) and ☐ Social Security Card

☐ Phone Number From: _____ To: _____

☐ Address From: _____ To: _____

Street Address

Street Address

Street Address

Street Address

City, State, ZIP

City, State, ZIP

Student Signature: _____ **Date:** _____

Office of Academic Records Use Only

Updated in Banner? ☐ Yes ☐ No

Processed by: _____ Date: _____



Houston Christian
UNIVERSITY

OFFICE OF ACADEMIC RECORDS