



Request to Change Personal Identification Data

Please fill out this form completely and return it with required documentation via mail, fax, or in person to the Registrar's Office at the NSHE institution that you are currently attending. Documents not submitted in person must be accompanied by a copy of your government issued photo ID. Students of NSHE institutions are issued one student identification number to be used at all NSHE institutions. Limited personal information is shared by NSHE institutions in accordance with NSHE policies governing the security and privacy of student information. Updating personal identification data at one NSHE institution will result in it being changed at all NSHE institutions.

Name _____ DOB _____ NSHE-ID _____
Signature _____ Date _____

Change of Name

To change your name we will need official documentation showing your correct name. This can include your Nevada driver's license, marriage certificate, divorce decree, or other court documentation.

Former Name _____
New Name _____

This change of name is due to:

- Incorrect Spelling
 Legal Change of Name

Documentation Submitted:

- Nevada Driver's License/ID # _____
 Marriage Certificate
 Divorce Decree
 Birth Certificate (for corrections to name only)
- Military ID # _____
 Passport # _____
 Country _____
 Court Order

Change of Social Security Number

To change your social security number we will need your social security card accompanied by a government-issued photo ID.

Social Security# _____

Change of Birthdate

To change your birthdate we will need official documentation showing your correct birthdate. This can include state or federal government issued photo ID (i.e. military ID), birth certificate, or passport.

Birthdate _____

Documentation Submitted:

Military ID # _____ Passport # _____ Country _____
 Driver's License/ State Issued ID: State _____ # _____
 Other, Specify _____ Birth Certificate

Change of Gender

To change your gender we will need a valid driver's license or federal government issued ID.

Gender _____

Documentation Submitted:

Driver's License/State Issued ID # _____
 Federal government Issued ID # _____

For Office Use Only

Reviewer _____ Institution _____ Date Processed _____

**University of Nevada,
Las Vegas**
Enrollment Services Ctr
Student Svcs Complex
Bldg. C
Ph: (702) 895-3443
Fax: (702) 895-1118
registrar@unlv.edu

**University of Nevada,
Reno**
Office of Admissions
& Records
Ph: (775) 784-4700
Fax: (775) 784-4283
mynevada@unr.edu

Nevada State College
Office of the Registrar
Ph: (702) 992-2110
Fax: (702) 992-2111
nsc.registrar@nsc.edu

**College of Southern
Nevada**
Charleston
(702) 651-5610
Cheyenne
(702) 651-4060
Henderson
(702) 651-3030

Great Basin College
Office of Admissions
& Records
1500 College Pkwy
Elko, NV 89801
Ph: (775) 753-2102
Fax: (775) 753-2311
admissions@gbcnv.edu
http://www.gbcnv.edu

**Truckee Meadows
Community College**
7000 Dandini Blvd
Reno, NV 89512
Ph: (775) 673-7111
Fax: (775) 673-7028
admissions@tmcc.edu

**Western Nevada
College**
Office of Admissions
& Records
Ph: (775) 445-3277
Fax: (775) 445-3147
http://wnc.edu/ar