

## NAME CHANGE REQUEST FORM

If you would like to change your first, middle or last name in Allegheny College's database, **please complete this form and mail, fax or email it and a copy of one of the following official documents:** Court order • Divorce papers • Driver's license • Marriage certificate • Passport • Social Security card

We will make the requested name change as soon as we receive this documentation.

**To respond by U.S. mail, please send this completed form and the official document to:**

Marla Garts  
Associate Director of Development Resources  
Allegheny College  
520 North Main Street  
Meadville, PA 16335

**To respond by email, please attach a scan of this completed form and the official document and send it to:** mgarts@allegheny.edu

Thank you for your help as we work to maintain College records with the highest concern for data security and accuracy. **If you have any questions, please contact Phil Foxman at (814) 332-5384 or at phil.foxman@allegheny.edu.**

**Please tell us how your name currently appears on Gator Connect or Allegheny mailings.**  
*(Please print)*

\_\_\_\_\_

**Please tell us how you would like your name to be recorded.**

**First Name:** \_\_\_\_\_

**Nickname (if you prefer one):** \_\_\_\_\_

**Middle Name (if applicable):** \_\_\_\_\_

**Last Name:** \_\_\_\_\_

**Maiden Last Name (if applicable):** \_\_\_\_\_

**Your Allegheny Class Year:** \_\_\_\_\_

**Spouse/Partner's Name (and Allegheny Class Year, if applicable):**  
\_\_\_\_\_

**Your Email Address:** \_\_\_\_\_

**Reason for Name Change:** \_\_\_\_\_