

# LONG ISLAND UNIVERSITY OFFICE OF THE REGISTRAR

- Dual
- Professional
- Graduate
- Undergraduate

## REQUEST FOR CHANGE OF BIO-DEMOGRAPHIC DATA

PLEASE PRINT ALL INFORMATION IN BLOCK LETTERS USING UPPER / LOWER CASE AND CORRECT SPACING

EMPLID ID #           NATIONAL ID #

NAME ON SCHOOL RECORD: \_\_\_\_\_  
LAST FIRST MIDDLE

MAJOR/ACADEMIC PLAN: \_\_\_\_\_

**FILL IN ONLY THOSE ITEMS TO BE CHANGED:**

NEW FIRST NAME:

NEW MIDDLE NAME:

NEW LAST NAME:

NEW DATE OF BIRTH: \_\_\_/\_\_\_/\_\_\_ NEW NATIONAL ID #

NEW ADDRESS:  PERMANENT  PREFERRED  
 \_\_\_\_\_  
STREET

\_\_\_\_\_  
CITY STATE ZIP CODE

\_\_\_\_\_  
COUNTRY

**NEW TELEPHONE NUMBERS:**

	INTERNATIONAL COUNTRY CODE	AREA CODE	PHONE NUMBER	
<input type="checkbox"/> HOME	<input type="text"/> <input type="text"/> <input type="text"/>	<input type="text"/> <input type="text"/> <input type="text"/>	<input type="text"/> <input type="text"/> <input type="text"/>	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>
<input type="checkbox"/> CELL	<input type="text"/> <input type="text"/> <input type="text"/>	<input type="text"/> <input type="text"/> <input type="text"/>	<input type="text"/> <input type="text"/> <input type="text"/>	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>
<input type="checkbox"/> BUSINESS	<input type="text"/> <input type="text"/> <input type="text"/>	<input type="text"/> <input type="text"/> <input type="text"/>	<input type="text"/> <input type="text"/> <input type="text"/>	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>
<input type="checkbox"/> DORM	<input type="text"/> <input type="text"/> <input type="text"/>	<input type="text"/> <input type="text"/> <input type="text"/>	<input type="text"/> <input type="text"/> <input type="text"/>	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>

SIGNATURE \_\_\_\_\_ DATE \_\_\_/\_\_\_/\_\_\_

**FOR OFFICE USE ONLY**

AUTHORITY FOR CHANGE: BIRTH CERTIFICATE  MARRIAGE CERTIFICATE  DIVORCE DECREE  COURT ORDER   
 COMPUTER ENTRY ERROR  RESUMPTION OF MAIDEN NAME  SOCIAL SECURITY FOR CHANGE OF NATIONAL ID  OTHER \_\_\_\_\_

ORIGINAL SEEN BY \_\_\_\_\_ DATE \_\_\_/\_\_\_/\_\_\_ MAINFRAME \_\_\_\_\_ DATE \_\_\_/\_\_\_/\_\_\_ PEOPLESFT \_\_\_\_\_ DATE \_\_\_/\_\_\_/\_\_\_

**NOTE:** For Change of National ID you must produce a Social Security Card in person at the Registrars Office along with other valid information.