



**Change of Student Information
Office of the Registrar**

West Texas A&M University, WTAMU Box 60877, Canyon, Texas 79016
Phone (806) 651-4911 Fax (806) 651-4949

WT ID: _____ **LEGAL NAME:** _____

Did you complete an application for admissions this semester? Yes ____ No ____

***NOTE:** University policy requires a legal permanent address, local address, telephone number, and email on file with the Office of the Registrar. Official notification is required to change the university database. If you feel another office should be aware of the change, please contact that office directly.*

On all name changes one of the following official documents is required:

**1) driver's license and social security card reflecting the name change 2) a copy of your marriage license
3) a copy of the divorce decree 4) a copy of the court order.**

Name Changed From: _____ **Name Changed to:** _____

Maiden Name: _____ **Other Name(s):** _____

To Change Student Information (Address, Phone Number, Email, Emergency Contact), you must:

- **Check The Appropriate Box(es), and**
- **Complete The Appropriate Section(s)**

H – Home/Permanent (This is the address of your permanent residence)

Street or Box: _____ **Apartment:** _____

City: _____ **State:** _____ **ZIP:** _____

County: _____ **Home Phone:** _____ **Cell:** _____

LM – Local Mailing (This is the address that you stay at when you are on campus)

Street or Box: _____ **Apartment:** _____

City: _____ **State:** _____ **ZIP:** _____

County: _____ **Home Phone:** _____ **Cell:** _____

Alternate Email Address: (email address we may use in case of an emergency – official university correspondence will ONLY be sent to your WTAMU student email address)

Alternate Email: _____

Emergency Contact Person & Phone Number:

Name: _____ **Relationship:** _____ **Phone Number:** _____

Student Signature (required): _____ **Date:** _____

May be submitted without signature if submitted using secure student email account (*****@buffs.wtamu.edu)

FOR OFFICE OF THE REGISTRAR USE ONLY

Date Processed By Registrar: _____