

The National Hispanic University
Name Change Form

If your name has changed while you are receiving federal financial aid at The National Hispanic University, you must inform the Office of Financial Aid so we can update our records. You must use your official name (not a nickname) when applying for federal financial aid funds.

Your name must be updated on your Free Application for Federal Student Aid (FAFSA). In addition; you must also update your name with all loan servicers, lenders, or guarantors with whom you may have student loan records. They will then update your name with the federal government's National Student Loan Data System (NSLDS).

To change your name with the Office of Financial Aid you must complete the following steps:

Print your PRIOR NAME: _____

Print your NEW NAME: _____

Social Security Number: _____

PLEASE CIRCLE REASON FOR NAME CHANGE

Marriage Divorce Adoption Court Order Correction Other_____

- 1. You must submit a copy of your Social Security Card (showing your new name). The National Hispanic University CANNOT update your name if you have not updated Social Security Administration of the name change.**
- 2. You must submit documentation showing the reason for the name change; such as Marriage Certificate, Divorce Papers or Court-Approved documentation.**
- 3. You must submit this form, along with your handwritten signature at the bottom, allowing The National Hispanic University permission to update your name on your FAFSA.**
- 4. You must also report your name change directly to the Office of the Registrar. The documentation provided to the Office of Financial Aid may be used to update only your financial aid records. Separate documentation is needed for the registrar's office.**
- 5. Submit/fax this form and all required documentation to the Office of Financial Aid at 408-254-1369.**

I give The National Hispanic University permission, by way of FAA Access, to change my name on my FAFSA. I have supplied supporting documentation to constitute the name change request. Also, I certify that the information I provided is true. Misrepresentation of facts in connection with this form may be sufficient cause, in and of itself, for cancellation or repayment of financial aid whenever discovered.

Signature: _____

Date: _____