Update of Personal Data Form

TENNESSEE STATE UNIVERSITY

To update or change your primary name on your student record, please complete the information below and provide the *original* legal documentation such as a passport, birth certificate, naturalization papers, or court-issued document (marriage or divorce certificate) to the Records Office. If you are a current university employee and want your name changed, you must present your updated Social Security card with your new name to Human Resources.
Return this form and the appropriate documentation to Records office in the Floyd Payne Campus Center, Suite 305.

Current Information:

TNumber: Date:

Name:
    First   *Middle*   *Last*

Address:
    Street   *City*   *State*   *Zip*

New/Corrected name:

First   *Middle*   *Last*

Change Mailing Address:

New Address:

Incorrect information:

Birthday   Correct Date:

Spelling of Name   Correct Spelling:

Social Security Number   Correct Number:

Signature   **Date**