



SEATTLE UNIVERSITY

STUDENT UPDATE FORM RMRUSUPC

OFFICE OF THE REGISTRAR
901 12th Avenue, HILB 220
P.O. Box 222000
Seattle, WA 98122-1090
(206) 220-8030; Fax: (206) 296-2443
email : registrar@seattleu.edu

Seattle U ID: _____ Phone Number: _____ Email: _____

Current Name at SU: _____

Date of Birth: _____ College: _____ First _____ Middle _____
Current Student ☐ Former student ☐

☐ Update Date of Birth (picture ID with correct date of birth required)

Class Level: ☐ FR ☐ SO ☐ JR ☐ SR ☐ GR ☐ Post-Bacc ☐ Non-Matric

► Student Signature: _____ Date: _____

Addresses and phone numbers (mailing, local, home, email) as well as emergency contact information can be updated on SU Online.

☐ Add/Change Preferred First Name: _____

Preferred name will be changed for email and most communications, but grading, financial and attendance records will still reflect legal name. Students can change their Canvas profiles directly.

☐ Update Student Legal Name: _____
Last First Middle

A copy of one of the below documents must be provided for a Name Change:

- Passport
- Court Order/ Decree
- Marriage License
- Driver's License/ State ID Card **(requires Social Security card as a 2nd document)*

Would you like your email address and SU Online username changed? ☐ Yes ☐ No

If yes, ITS will email you with updates. Personal email (Non-SU): _____

Current Students: Have you applied to graduate? ☐ Yes ☐ No

If yes, please indicate what name you would like on your diploma: _____

☐ Gender Update: ☐ Male ☐ Female

☐ Ethnicity/Race Update: _____

Are you receiving a scholarship based on your current ethnicity? ☐ Yes ☐ No

If yes, obtain Student Financial Services signature: _____ Date: _____

☐ Correct SSN Information: _____

A copy of your Social Security card or W2 required. If sending Social Security Number with this form, please do not email. Mail or Fax only.

REGISTRAR'S OFFICE USE ONLY

- | | |
|---|--|
| ☐ Historical | ☐ Help Desk – Display Name Only |
| ☐ Help Desk- Username Change | ☐ SGRD |

Processed By: _____ Date: _____