

# Student Information Change Request Form

Registrar & Enrolment Services

## IMPORTANT INFORMATION:

This form is used to request for an update to your name or date of birth on file. Updates to your mailing address, email address, or telephone number must be updated on Langara's login page.

## DOCUMENTS REQUIRED

Acceptable documentation includes, but is not limited to, the following: government issued ID (eg. Passport or Driver's License), Birth Certificate, Certificate of Change of Name, Marriage Certificate, Divorce Certificate, and notarized letter. Photocopies will not be accepted unless they are notarized. The Records Department may request additional documentation.

## QUESTIONS

If you have any questions, please email [records@langara.ca](mailto:records@langara.ca).

## SUBMIT COMPLETED FORM WITH OFFICIAL DOCUMENTATION IN PERSON TO:

Registrar & Enrolment Services (T101), Langara College, 100 West 49th Ave., Vancouver, BC V5Y 2Z6

## STUDENT CONTACT INFORMATION

LANGARA IDENTIFICATION NUMBER – leave blank if you do not have one

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EMAIL ADDRESS	PRIMARY TELEPHONE	OTHER TELEPHONE
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## STUDENT INFORMATION CHANGE

### NAME CHANGE

FORMER/INCORRECT NAME (Name as currently shown on Langara College record):

LAST OR FAMILY NAME
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FIRST OR GIVEN NAME(S)
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MIDDLE NAME(S) (OPTIONAL)
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CURRENT/CORRECT NAME (Name as shown on submitted documentation):

LEGAL LAST OR FAMILY NAME
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LEGAL FIRST OR GIVEN NAME(S)
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LEGAL MIDDLE NAME(S) (OPTIONAL)
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### DATE OF BIRTH CHANGE

CORRECT DATE OF BIRTH

DAY	MO	YR

Student's Signature

Date Signed (DD/MM/YYYY)