

## Change of name

### 1. Personal details - Previous name

Family Name:	ID Number:
First Name/s:	Date of Birth:

### 2. Name change request

#### NEW Name:

First name(s)	Middle name(s)	Family name(s)

#### Title (select one)

Mr    
  Mrs    
  Miss    
  Ms    
  No Title    
 Other \_\_\_\_\_

Do you require notification once this change has been actioned so that you can obtain a new ID card?

Yes  No

**Important:** If you have applied for **Graduation** (and applications are already closed), we are unable to process your name change request **until after the Ceremony** (even if you are graduating 'in absentia').

**Important:** We **cannot** accept name change documents via **email**.

#### Evidence required

The evidence must **link both the previous name and the new name**; this means a combination of documents may be required.

Please submit certified documents that are a photocopy of the original, endorsed with the statement "Original sighted. Certified true copy" by one of the following:

- Justice of the Peace
- Solicitor of the High Court
- Notary Public

Certified documents must be stamped and include the certifier's full name, signature, title and the date.

Alternatively, you can bring your original documents to AskAuckland Central, Alfred Nathan House, City Campus, Auckland (entrance past the General Library, from Alfred Street).

#### Acceptable evidence includes...

- Marriage certificates
- New Zealand birth certificates (this must include your previous name and new name).
- Name change certificates
- Dissolution documents
- Name change by statutory declaration

### 3. Your signature:

Date:

#### OFFICE USE ONLY:

Initials: \_\_\_\_\_

Date: \_\_\_\_\_