



Mission: To inspire lifelong learning and leadership through experience, excellence and innovation.
Vision: Transforming the future through innovative learning.
Values: We value learner success, integrity, respect, community, excellence and innovation.

LEADING.
LEARNING.
SINCE 1913.

REQUEST FOR NAME CHANGE

The personal information on this form is collected under the authority of the Colleges Act and Section 32(c) of the Freedom of Information and Protection of Privacy Act. It is used to process your request for a name change. If you have any questions about the collection and use of this information, please contact the Registrar, 1-780-853-8429.

Current or former employees or students at the Lakeland College who have had a name change should use this form.

Name changes will be processed by the Office of the Registrar.

Office of the Registrar

Lakeland College
5707 College Drive
Vermilion, AB T9X 1K5

One of the following original documents must be presented to change your name on your Lakeland College record.

- Legal Change of Name Certificate
- Passport
- Marriage Certificate
- Driver's License
- Birth Certificate (when changing your name back to your birth name)

When requesting a change of name by mail, a copy marked **"CERTIFIED TRUE COPY"** of the original documentation must be provided. A "CERTIFIED TRUE COPY": is a photocopy of the original documentation attested to by a Guarantor. Note: your Guarantor's position and **original** signature must appear on the photocopy of your documentation if you are presenting it as a "CERTIFIED TRUE COPY". Faxed copies are **not** acceptable. Your Guarantor cannot be a relative and must be one of the following:

- Minister of Religion
- Signing Officer of a Banking Institution
- Legal Professional (including Police Officer)
- University Instructor
- Teacher or School Principal
- Medical Professional
- Accountant or Engineer
- Mayor
- Postmaster
- Person occupying a Senior Administrative position at a University or College

Student ID Number

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Birth Date

mm/	dd/	yy/
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Identifying Information **You must provide your full legal name**

Current Surname on Records

First Name and Middle Name(s)

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Change of Name to: **Full Legal Name**

Surname

First Name and Middle Name(s)

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Signatures

Signature – Former Name

Signature – New Name

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Date

mm/	dd/	yy/
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