

PRIMARY (LEGAL) NAME / GENDER DESIGNATION UPDATE FORM

Submit this form with legal documentation to update your legal (primary) name or gender designation in HSU academic records. Acceptable legal documentation includes: valid driver's license, other government-issued photo ID, court document, marriage certificate, or social security card.

If you would like to use a preferred name or pronoun at HSU, please see ITS [Preferred Names & Pronouns](#) for information.

Current or previous employees of Humboldt State University (student assistant, staff, faculty, other) must contact the Human Resources department.

Contact Information

Name _____ HSU ID# _____
 Address _____ Contact Phone _____
 City _____ State _____ ZIP _____ HSU Email _____
 example: abc123@humboldt.edu

Name Update

Current legal name on record at HSU: Last _____ First _____ Middle _____

Update name to: Last _____ First _____ Middle _____

Gender Update

Current gender designation on record at HSU. _____

Update gender designation to: _____

Documentation

- driver's license court document Social Security card
 other government-issued photo ID marriage certificate

I hereby certify that all information reported on this form is true, complete, and accurate. I have attached the required legal documentation.

Signature _____ Date _____

Submit forms and documentation in person to the Office of the Registrar, SBS 133
 by Mail: Office of the Registrar, Humboldt State University, 1 Harpst Street, Arcata, CA 95521
 by fax: 707-826-6194, or as a scanned email attachment to records@humboldt.edu.