

*****If you are or have ever been employed by Black Hawk College, you must FIRST submit this information to Human Resources.*****

In order to request a Change of Name, students need to:

1. Complete and sign this form.
2. Provide a clear copy of one of the following acceptable pieces of documentation reflecting the new name:
 - Valid driver's license
 - Government issued passport
 - Alien registration card
 - Marriage certificate
 - Divorce decree
 - Naturalization papers
 - Court approval of name change
3. Submit the completed and signed form, with required documentation, to the Enrollment Services office.

Please Print Clearly.

Student name as it *currently* appears in Black Hawk College systems:

BHC ID#: _____

Last Name: _____ First Name: _____ Middle: _____

New student name to appear on student record:

Last Name: _____ First Name: _____ Middle: _____

Signature _____ Date _____

*Signature line may be left blank and e-signature will be accepted when the completed form is sent from the student's myBlackHawk e-mail account, with appropriate attachments.

Return the completed form to one of the following:

In Person: Enrollment Services Office- QC: Building 1, Rm Q277 or EC: Building A, Rm 100

USPS Mail: Quad Cities Campus: Black Hawk College, Enrollment Services, 6600 34th Ave, Moline, IL 61265
East Campus: Black Hawk College, Enrollment Services, 26230 Black Hawk Rd, Galva, IL 61434

E-mail: registrar@bhc.edu

Fax: 309-796-5209

Office Use Only:

Processed by: _____ Date: _____