

West Virginia University at Parkersburg Name and Address Change Form

INSTRUCTIONS: Complete all sections of the form and return it to the Records Office. To change your name, please provide official documentation to support your name change (such as a marriage certificate, divorce decree, Federal use driver's license with gold star, court order) when returning your form.

WWUP ID OR SSN _____

Date _____

Former Name _____

Present Name _____

Old Address - Street _____

New Address - Street _____

City, State, Zip _____

County _____

Old Phone Number _____

New Phone Number _____

RECORDS OFFICE USE ONLY

Correction made by _____

Date _____

Residency In-State
 Out-of-State

Student Signature _____

RO8 (6/2022)

West Virginia University at Parkersburg is an Equal Opportunity/Affirmative Action Institution.

Name/Address Change Information

A student may submit a signed written request to change their name/address by one of the following ways:

- Completing the form at the Center for Student Services' Office in Parkersburg or the Jackson County Center Office
- Sending the form by fax to: 304-424-8335
- Sending the form by mail to: WVU Parkersburg Center for Student Services, 300 Campus Drive, Parkersburg, WV 26104

