



Use this form update your primary and/or preferred name, legal sex, address and/or SSN as they appear in my.hpu.edu.

Submit form and supporting documentation (if applicable):

In person: Student Services Center - Registrar's Office 500 Ala Moana Blvd #5A, Honolulu, HI 96813

Email: Form and documentation accepted only from your @my.hpu.edu email address to registrar@hpu.edu

Mail: Form and documentation must be notarized sent to HPU Registrar's Office, 500 Ala Moana Blvd, Ste 5A, Honolulu, HI 96813

REQUIRED: CURRENT STUDENT INFORMATION

LAST NAME AT TIME OF ATTENDANCE FIRST NAME SUFFIX MIDDLE

STUDENT ID # DATE OF BIRTH PHONE EMAIL

UPDATE LEGAL NAME

Prefix Last Name Suffix First Name Middle Name/Initial

Changes (check all that apply):

- Title
First Name
Middle Name/Initial
Last Name
Suffix

Documentation provided (Must Provide 2):

- Birth Certificate
Driver's License
Social Security Card
State Issued ID Card
Passport
Other:

UPDATE LEGAL SEX

Legal sex that should now appear on record (documentation required):

Male Female

Documentation provided (Must Provide 2):

- Birth certificate Court order legalizing the change
Valid Driver's License Passport reflecting the legal sex

UPDATE CHOSEN/PREFERRED INFORMATION

Chosen Pronouns (Select One): He/Him She/Her They/Them Add Another Pronoun Set:

Delete Chosen First Name

Chosen First Name

UPDATE ADDRESS

Address type Mailing Permanent

Street Apt/Floor

City State Zip Code

SSN UPDATE Must provide original or copy of Social Security Card; SSN updates should be conducted in person if at all possible.

New or corrected SSN (provide only those digits needing correction i.e.: 402-XX-XXXX, XXX-23-XXXX, XXX-XX-4295)

I affirm that the information provided on this form is complete and true. I certify that I am responsible for changes made to my personal information and understand that furnishing false information on this form may result in cancellation of admission, registration, or both.

DATE

STUDENT SIGNATURE (DIGITAL SIGNATURES NOT ACCEPTED)

REGISTRAR'S OFFICE USE ONLY PROCESSED BY: DATE: