



LOUISIANA DELTA
COMMUNITY COLLEGE

POLICIES & PROCEDURES

Title: Change of Name

Document Number: ES_416

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Department: Admissions & Records

Purpose

Information on how a student can request a name change.

Scope

All Louisiana Delta Community College students and prospective students.

Policy

A student seeking to change his/her name must complete the change of name form available in the Enrollment Services Office and provide supporting documentation that this is the student's legal name. The acceptable document to verify a name change is the original social security card with the new name listed on it.

- Original Social Security Card with new name