



To ensure the accuracy and privacy of your record, the Registrar's Office requires official documentation and written authorization to make changes or corrections to the name, gender, date of birth, or Social Security number.

Appropriate documentation includes:

Driver's license, passport, birth\marriage\divorce certificate, court order, certificate of naturalization, Social Security Card.

If your biographical data has not been legally changed, please, indicate your preferred biographical information in my.harvard. The Registrar's Office can only make legally recognized updates.

Current Name on Record:

HUID (if known):

Student Status: **[Currently Attending]**

[Not Currently Attending]

Note: If you have been accepted to Harvard College or the Griffin Graduate School of Arts and Sciences, but you have not yet matriculated, please, contact your Admissions Office.

Indicate type of change below and complete its corresponding section only.

Name Update

Former Name:

Last (Family):

First (Given):

Additional Given Names:

Current Name:

Last (Family):

First (Given):

Additional Given Names:

Suffix: Jr. Sr. Other (please specify)

For alumni who received their degree prior to 2015, check this box if you would like your transcript updated with this updated name.

Gender Update

Our records require one of these gender choices in order to comply with federal reporting requirements. However, students may define their gender identity in their own words on my.harvard.

Correct Gender: Female Male Non-Binary Prefer not to say

Prefix: Not Applicable Ms. Mrs. Other

Date of Birth: Mr. Mx. (please specify):

Current Date Listed:

Correct Date:

Social Security Number Correction:

Current Number Listed: Correct Number:

I am a citizen of the United States.

I do not have the incorrect information, but I was informed that an update is required.

Signature:

Date:

Please, submit this form to registrar@fas.harvard.edu from a Harvard email address or an email address on record with the Harvard Alumni Association.

If necessary, the request can be received by mail. If mailed, this form must be notarized and documentation must be included.

The Registrar's Office Address is 1350 Massachusetts Avenue, Suite 450, Cambridge, MA 02138.

Extended processing times will be required.