

How to Submit

This form is automatically submitted via DocuSign. You do not need to print or copy.

Please note: If you are a current student, all email must be from your Fresno State email account.

Listed below are the documents considered valid for confirming any changes to your name, social security number and birth date. Form MUST be submitted with a valid government-issued photo ID along with one form of documentation listed below. All forms of ID must be current to be considered valid (expired forms of ID are not considered valid).

Name Change*:

1. Social Security Card
2. Current Driver's License
3. Passport
4. Court Decree
5. Marriage Certificate (Only if new name is listed on document)
6. Certificate of Naturalization

If you are an international student, a copy of your current passport **MUST accompany one of the documents listed above.*

Incorrect Social Security Number or ITIN Changes:

1. Social Security Card (or other SSA documentation)
2. ITIN Letter or Card
3. Current Driver's License or State ID Card (if it contains a Social Security Number)
4. W-2 Form
5. Unexpired Military ID

Date of Birth:

1. Birth Certificate
2. Current Driver's License (if it contains a birth date)
3. Passport
4. Unexpired Military ID

Gender:

1. Documentation is not required.