The Office of the University Registrar is responsible for maintaining a student’s official legal name for Texas A&M University-Corpus Christi and for the State of Texas. Please read the following guidelines carefully before requesting a change of name. These guidelines will assist you in changing your legal name with Texas A&M University-Corpus Christi. Legal documentation must be presented with the completed Change of Biographical Data form in order to alter your name as it appears on your student records. You must present the original legal document, which will be copied for our records. If you are requesting a name change via mail, you must submit a certified copy of the legal document that bears an original county certification stamp. Acceptable legal documents for name changes are determined by the reason for the change as shown below. For a gender change, a court ordered gender change document and amended Social Security card will have to be provided. A driver’s license, social security card, or marriage certificate issued by the church, are not acceptable as legal documentation for a change of name by Texas A&M-Corpus Christi, except when correcting a minor spelling error such as a transposition of letters.