



University of Idaho

Employee legal name change request

To submit a legal name change, complete this form and provide it and a copy of your updated Social Security Card to Human Resources by hand delivery, fax or mail.

Hand delivery: 415 W 6th Street, Moscow, ID 83843

Fax: 208-885-3602

Mailing address: 875 Perimeter Dr MS 4332, Moscow, ID 83844

DO NOT EMAIL THIS FORM OR YOUR SOCIAL SECURITY CARD

Updated legal name:

Previous legal name:

Vandal number:

Phone:

Email:

Questions? Contact Human Resources at 208-885-3638 or hr@uidaho.edu.

DO NOT EMAIL THIS FORM OR YOUR SOCIAL SECURITY CARD