



NAME CHANGE

Name changes require the Name Change Form, which is available online or in the Registration & Enrollment Office. A name change for a student with credit classes and a transcript require government issued documentation. See the [Name Change Form](#) for a list of suggested documentation. Bring the Name Change Form and documentation to Registration.

If you are a student who receives Financial Aid, you must also notify the Financial Aid Office.

If you are a student employed at BTC (including Work Study and ASBTC Officers), must also notify the Human Resources Office at hr@btc.edu.