

## NAME CHANGE PROCESS

- 1** Contact the Student Hub or book a Rainbow Support appointment with the Rainbow Student Advisor and advise that you wish to change your name.
- 2** Attend an appointment with the Rainbow Student Advisor.
- 3** Complete **AUT's Funded Name Change Application Form**. Email it to: [rainbow@aut.ac.nz](mailto:rainbow@aut.ac.nz) with your student ID number.
- 4** If your application is approved, you will receive the funds into your account within 10 working days.
- 5** Complete the following form: **Application to register a Name Change**  
In the application form, you must declare what you have said is true. This is called making a statutory declaration. An authorised witness must sign your declaration.
- 6** Submit your completed form, supporting documents & payment to **births, deaths & marriages** either in person, post or via email [click here](#) for contact information.
- 7** Receive your name change certificate and receipt
- 8** Provide your receipt to AUT and name change certificate copy to the Rainbow Student Advisor.
- 9** Name changed on all AUT systems