

Please review the following statements:

- Please have this form notarized by a licensed notary public and submit it to Pace University's Office of the Registrar.
- The personal information submitted on this form must be identical to the information submitted on the corresponding online form. This includes, but is not limited to: full legal name, date of birth, social security number, and address.
- Submitting this form alone does not constitute a request for services. It also does not guarantee acceptance of the online form, which will be reviewed by Pace University's Office of the Registrar prior to processing.
- Questions and/or comments may be directed to the Office of the Registrar through the [Help Desk by opening a support ticket.](#)

Check or select the corresponding online request this form will be uploaded to:

- General Change Form (Change of Gender, Legal Name, Martial Status, and/or Social Security)
 Replacement or Electric Diploma Application
 Other

Signing and submitting this form acknowledges you have read the above notes and agree to those policies and stipulations.

Requestor's Signature: _____ **Date:** _____

Notary:

Subscribed and sworn to before me on this _____ day of _____, _____.

Notary Public Stamp