

STEP 1

Go to My Dashboard | CalCentral

STEP 2

Click on Legal Name Change Request

The screenshot displays the CalCentral dashboard interface. On the left, there are sections for COVID-19 updates, resources, and upcoming events. The central 'Tasks' section lists various deadlines, including 'Arrival Documents', 'Vehicle Registration', 'Driver's License/State ID', 'Federal Taxes', 'State Taxes', 'Physical Presence', 'Presence Clarification', 'Military CA Duty Station', 'Federal Taxes', 'Miscellaneous 5', 'PR/Green Card', and 'Miscellaneous 5'. On the right, there is a 'Messages' section with several unread messages and a 'Student Resources' section. The 'Submit a Form' section is highlighted, and the 'Legal Name Change Request' link is circled in red. An orange arrow points from the 'Legal Name Change Request' link in the 'Submit a Form' section to the 'Legal Name Change Request' link in the 'Tasks' section. The 'Made with Tango.us' logo is visible in the bottom right corner.

Will you be on campus today?
You must complete the Symptom Screener every day before entering campus.
[Start Daily Screening](#)

Campus Actions Regarding COVID-19 (May Updates)
COVID Policy
The University of California has a COVID-19 vaccine policy requirement. Please review the requirements and if you received your vaccine/booster outside of UHS, upload your vaccine record to eTang. Please note that students that do not comply with the policy will be subject to a registration hold.
If you have symptoms of COVID or feel you have been in close contact with someone who tested positive for COVID, you should stay home, monitor for symptoms and if you develop symptoms asymptomatic test on eTang. The RSF surveillance testing site closes permanently on May 6, limited surveillance testing will be available through the summer at the Tang Center Bancroft patio entrance, appointments bookable on eTang...
[Show more](#)

Resources

- COVID-19 Resources and Support
- University Health Services
- Instruction FAQ
- Student Tech Equity Program (STEP)
- Coronavirus Dashboard

Up Next
Want to see events from your bCal calendar? [Connect CalCentral](#) to your bConnected Google calendar account, then [Accept](#). [Show more](#)

Tasks
Connect Dismiss
Incomplete (40) Completed (54)
Click "View" to see tasks, due dates, and instructions.

Overdue

- Arrival Documents Due Jul 15, 2016
- Vehicle Registration (Student) Due Jul 15, 2016
- Driver's License/State ID(Stu) Due Jul 15, 2016
- Federal Taxes (Student) Due Jul 15, 2016
- State Taxes (Student) Due Jul 15, 2016
- Physical Presence (Student) Due Jul 15, 2016
- Presence Clarification (Stu) Due Jul 15, 2016
- Military CA Duty Station (Stu) Due Jul 15, 2016
- Federal Taxes (Student) Due Jul 15, 2016
- Miscellaneous 5 Due Aug 16, 2016
- PR/Green Card (Student) Due Dec 15, 2016
- Miscellaneous 5

Messages

- APR 10 International Students International Orientation [View and Archive Message](#)
- APR 6 SR General Get a fall semester meal plan [View and Archive Message](#)
- APR 5 Financial Aid and Scholarships Receive Grant for Summer 2022! [View and Mark as Read](#)
- APR 2 Getting Started Welcome Re-Entry Students! [View and Archive Message](#)
- APR 1 Financial Aid and Scholarships Receive Grant for Summer 2022! [View and Mark as Read](#)

[Show More](#)

Student Resources

Submit a Form
[Apply for an Emergency Loan](#)
[Withdrawal Form](#)
[Verification Request: Enrollment, Degree, Good Standing & more](#)
[Letters and Science Late Schedule Change Request](#) L&S students can drop classes until 4/29/22 11:59 pm PST with this eform. Students should change their grading options via the CalCentral enrollment center until 4/1/22 11:59 pm PST, and after that through this eform until it closes 4/29/22 11:59 pm PST.
[Legal Name Change Request](#)

Manage your Forms
[View Submitted Forms](#)
[Update Pending Forms](#)
[Submitted Emergency Loa](#)

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STEP 3

Select a Phone Type

CALCENTRAL QAT Need Help? Oski Golden ID: 11667051

My Dashboard Form Page

Legal Name Change : Petition Form ID 672485

Student Information

Student ID 11667051 Oski Golden Bear
Email Type CAM/P oskibear@berkeley.edu Phone Type

Legal Name Change/Correction

First Name
Middle Name
Last Name
Name Suffix

File Attachments

Name Change: A registered student who wishes to change their legal name on University records, must complete this Legal Name Change Request and upload proper documentation to verify their FORMER and NEW name. This verification must be one of the following pieces of identification:

- Identification Card (Driver's License, Alien Registration Card, Passport, State Identification)
- Legal Court Document
- Marriage Certificate
- Birth Certificate
- Social Security Card

Attachment Required	Action	Description	Instructions	File Name	Delete
<input type="checkbox"/>	<input type="button" value="Upload"/>	Picture Identification	Types of acceptable picture identification: Driver's License, State Identification Card, Passport, Alien Registration Card.		

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STEP 4

Type your name as it appears on your legal documents

Legal Name Change/Correction

First Name
Middle Name
Last Name
Name Suffix

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STEP 5

Click on Upload to attach documents. Only one document is required, but multiple uploads are accepted.

File Attachments

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- Identification Card (Driver's License, Alien Registration Card, Passport, State Identification)
- Legal Court Document
- Marriage Certificate
- Birth Certificate
- Social Security Card

Attachment Required	Action	Description	Instructions	File Name	Delete
1	Upload	Picture Identification	Types of acceptable picture identification: Driver's License, State Identification Card, Passport, Alien Registration Card.		Delete

[Add](#)

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STEP 6

Find your file and click Upload

Choose From

My Device

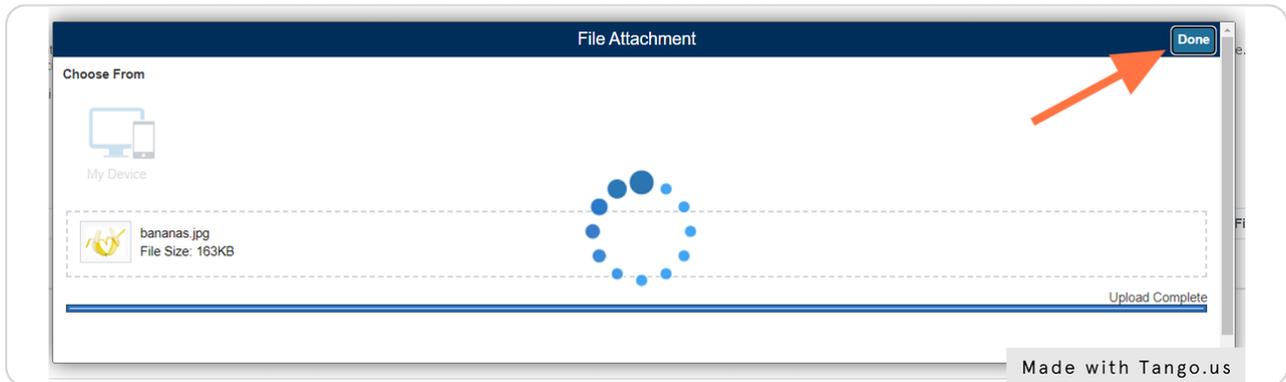
[Upload](#) [Clear](#)

 bananas.jpg
File Size: 163KB

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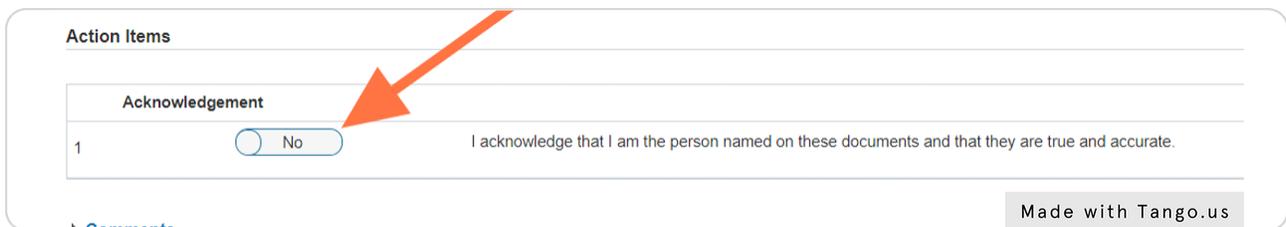
STEP 7

Once your file is uploaded Click on Done



STEP 8

Toggle the acknowledgments button to affirm that you are the person named on these documents and that they are true and accurate.



STEP 9

If you would like to add any additional notes Click on Comments



STEP 10

Add additional information or notes here if you think they will be useful.



STEP 11

Click on Submit

Yes

I acknowledge that I am the person named on these documents and that they are true and accurate.

Additional information or notes here if you think they will be useful.

Next Submit

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STEP 12

You should see the submission confirmation page when your form is successfully submitted. You will also receive an email notification.

My Dashboard < Form Result

Legal Name Change : Submission Confirmation Form ID 672485

You have successfully submitted your eForm.
The eForm has been routed to the next approval step.
multiple approvers.

View Approval Route

Transaction / Signature Log							1 row
	Current Date Time	Step Title	User ID	Description	Form Action	Time Elapsed	
1	09/15/2022 10:23:38AM	Initiated	61889	Bear,Oski	Submit		

Refresh Log

Action Item Log				1 row
	Acknowledgement	Description	User	Time Stamp
1	Yes	I acknowledge that I am the person named on these documents and that they are true and accurate.	61889	

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STEP 13

You will receive another email when your name change is complete or with additional instructions if more information is required.