



NAME CHANGE REQUESTS

Name Change Requests include: Name changes due to Marriage, Divorce, etc.

1. Log in to the Registrant Portal
2. Choose “Name Change Request” from the menu
3. Complete the “name change request” as presented
4. Remember to upload legal document(s) supporting the name change
5. Submit your request. Upon submission a \$50.00 administration fee is payable immediately by VISA or MASTERCARD only
6. Your request will be completed within 10 business days
7. After submitting your request, monitor your email for any additional information required until the request has been completed

If you have any questions please submit them via email to info@collegeparamb.ca and include the phrase “Assistance with Name Change Request” in the subject line so that it will be redirected accordingly.