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A copy of new Social Security card

A completed Federal W-4 form with legal name/status change

A completed RI W-4 form with legal name RWU Employee ID Number:

Last 4 Digits Moid Sen: (Last, First

Current Email Address:

| Reason for Name/Status Change | |
|---|-------------------------|
| Marriage | |
| Divorce | |
| Death of Spouse/Dependent | |
| Other: | |
| RWU accounts to be changed to New Name | |
| Email | |
| Campus Portal | |
| Bridges | |
| Other: | |
| Employee Signature: | |
| For HR Use Only - Date Received: | |
| Applicable Documents Received SS Card Federal W-4 RI W-4 Dire | ect Deposit Designation |
| Forwarded Required Information to: | |