

FAIRFIELD PUBLIC SCHOOLS

NOTIFICATION

NAME CHANGE FORM

(Please attach documentation for the name change i.e. marriage license/divorce decree.)

(PLEASE PRINT)

Name _____ (Staff ID#) _____

Position _____ School _____

FROM

TO

Name _____ Name _____

PLEASE SEND THIS FORM TO THE HUMAN RESOURCES OFFICE, CENTRAL OFFICE.

If you need to change your address and/or telephone number, please log into the Employee Self-Service Module (ESS) to update that information.