# Change a name

## Information for young people

March 2025

This fact sheet is for young people under 18 years. It will help you find out what you need to know about changing your name.

## What is a change of name?

Your parent(s) or legal guardian(s) may apply to change your legal name.

This means that if you were born in Victoria, they ask Births, Deaths and Marriages (BDM) to change the name on your birth certificate to a new name.

If you were born overseas, they can ask BDM for a change of name certificate that shows your new name.

They can apply to change:

* Your given names (first or middle names)
* Your family name (last name)
* Both your given name(s) and family name.

They may ask us to change it to a name you’re already using, or a new name.

 If you were born interstate, your parent(s) or legal guardian(s) can ask [the BDM in that state](https://www.bdm.vic.gov.au/help#other-registries-in-australia) to change the name on your birth certificate to a new name.

They can’t apply to BDM Victoria.

## What is the process?

### 1. Apply

Your parent(s) or legal guardian(s) need to apply to BDM, asking to change your name.

They can apply:

* Online at [bdm.vic.gov.au/change-name](https://www.bdm.vic.gov.au/change-name)
* Using a paper form and mailing it to BDM
* In person at a [Justice Service Centre](https://www.justice.vic.gov.au/service-locations)..

If they need a paper form, they can call 132 842.

They will need to give us some documents and pay for the application.

If they’re experiencing hardship, they can ask us not to charge the fee for certain certificates or registrations. This is called a **fee waiver**.

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|  | **To fill in the online form, your parent(s) can scan the code or visit**[[**bdm.vic.gov.au/change-name**](https://www.bdm.vic.gov.au/change-name)](https://www.bdm.vic.gov.au/change-name) |
| QR code to bdm.vic.gov.au/financial-hardship-fee-waiver   | **To learn more about how we can assist with fees, your parent(s) can scan the code or visit**[**bdm.vic.gov.au/financial-hardship-fee-waiver**](https://www.bdm.vic.gov.au/financial-hardship-fee-waiver) |

### 2. Agree

**If you are 12 years of age or older** and you agree to the name change, you need to tell us that you **agree** to it.

To show that you agree, you’ll need to sign a consent form in front of an adult who isn’t your parent or legal guardian.

If you are 12 or older and you don’t agree to the name change, we won’t change your name..

### 3. Review

BDM will look at the information sent in with your application.

This may take some time.

We will contact your parent(s) or legal guardian(s) if we have any questions or need more information.

### Victorian Birth CertificateCertificate

If we approve the application, we will send your parent(s) or legal guardian(s) a certificate.

**If you were born in Victoria**, you’ll get a new birth certificate. The certificate will show your old name and your new name.

**If you were born overseas**, you’ll get a change of name certificate. The certificate will show your old name and your new name.

### 4. Delivery times

This process takes time.

We’ll post your certificate to the address you put in your application.

Check our current processing times if you want to know more..

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| QR code to bdm.vic.gov.au/certificate-turnaround-times  | **Scan the code to see how long it may take, or visit**[**bdm.vic.gov.au/certificate-turnaround-times**](https://www.bdm.vic.gov.au/certificate-turnaround-times) |

#### 5. Update documents

The new name on your certificate is your new legal name. It’s the name you’ll need to use in the community and on documents or in records.

You or your parent(s) or legal guardian(s) will need to update your identity documents and records to your new name.

These documents or records may include:

* A bank account
* Passport
* Learner permit
* School identity card.

To do this, you or your parent(s) or legal guardian(s), can show your certificate.

For example, show your certificate to your school so they can update their records.

## Need help? Contact us

### Contact us

A Births, Deaths and Marriages team member can explain the process of changing your name to you.

You can talk to us by:

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| QR code to bdm.vic.gov.au/contact-us | Scanning the codeCalling 132 842 Emailing bdmvictoria@dgs.vic.gov.au  |

### Contact our Aboriginal and/or Torres Strait Islander services

Our **Marguk-bulok koolin-ik Team** (Aboriginal Outreach) is here to support Aboriginal and/or Torres Strait Islander people access our services. You can contact them by:

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| QR code to https://www.bdm.vic.gov.au/contact-us | Scanning the code or visiting [bdm.vic.gov.au/contact-us](https://www.bdm.vic.gov.au/contact-us) Calling 0436 528 245 Emailing bdm.koori@dgs.vic.gov.au  |

### Other help

You can also ask your parent(s) or legal guardian(s) to read more about changing a name at [**bdm.vic.gov.au/change-name**](https://www.bdm.vic.gov.au/change-name)