

Change of Name and/or Title

It is the registrant's responsibility to ensure that their personal details remain up to date. You only need to notify us of a change of name and/or title if you want to use your new name to practise.

To change your name and/or title, you will be required to complete the change of name and/or title application and upload a solicitor certified copy of the relevant certificate, the solicitor certified copy should then be posted to the Pharmaceutical Society NI's office address. The relevant certificates are listed below:

Marriage certificate – if the change is due to marriage

Decree absolute – if the change if due to divorce

Deed poll document – if the change is following a change of name by deed poll

Doctorate certificate – if the change is due to obtaining a Doctorate.

This application is available via the online portal - <https://portal.psni.org.uk/Account/Login>. If you have accessibility issues, please contact registration@psni.org.uk for assistance.

When posting the solicitor certified copy of the relevant certificate, registrants must also return their original registration certificate. If you cannot locate your registration certificate, you should contact registration@psni.org.uk for advice on next steps. A new registration certificate will be available once the change has been made to the Register.