



# Preferred First Name Request

- Student must present a government-issued photo ID showing legal name when submitting this form.
- This is not a legal name change. Preferred first name appears only on selected online services (e.g., iSpartan, Canvas, Box, and Office 365).

Full Legal Name: \_\_\_\_\_  
*Last* *First* *Middle*

Preferred First Name: \_\_\_\_\_

Student ID Number: \_\_\_\_\_ iSpartan e-mail address: \_\_\_\_\_

Today's Date\* \_\_\_\_\_  
\*This will also serve as the effective date for the change. *Signature of Student*

Office use only	Recorded by: _____	Date: _____ URO 20150929
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