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: ___________________________  

<table>
<thead>
<tr>
<th>Last</th>
<th>First</th>
<th>Middle</th>
</tr>
</thead>
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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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