

## RRCC Preferred Name Change Form

### Demographic Information

Legal Name: \_\_\_\_\_

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

S#: \_\_\_\_\_ Phone: \_\_\_\_\_

RRCC E-mail: \_\_\_\_\_

Gender Identity: \_\_\_\_\_

Preferred Pronouns:

feminine (she, hers, etc.)

masculine (he, his, etc.)

plural (they, their, etc.)

gender neutral (ze, zir, etc.); list preference: \_\_\_\_\_

other: \_\_\_\_\_

### Current Courses

Course (Department and Number):      Instructor:      Instructor's E-mail:

---

---

---

---

---

---

---

### Process & Disclaimer:

- Submit form to Jen Macken in room 1254 on the Lakewood campus, or scan and send to [jen.macken@rrcc.edu](mailto:jen.macken@rrcc.edu).
- Once the form is submitted:
  - A new profile with your preferred name will be created in D2L.
  - Your instructors will be contacted to let them know your preferred name and preferred gender pronouns.
- At this time we do not have the capability to change your student e-mail or official name in the Banner system. We are working to resolve this issue.