

Student Name: _____ Student ID: M-_____

Address: _____

City: _____ State: _____ Zip: _____

Daytime Phone Number: _____ Listed phone number is: Home
 Cell
 Work

I request that the following name be recorded as my Chosen Name in the Student Information System:

Chosen First Name

Montgomery College recognizes the importance that a change of name can have for students. However, a chosen name is not a legal name and will generally only be used to change how others refer to you. Only chosen first names can be requested. No documentation is required to have a chosen name recorded. Please note that your legal name will continue to be listed on official documents such as your official transcript, diploma and financial records. A chosen name will be listed on class rosters and student identification cards.

Please note that Montgomery College has the right to deny a request if the chosen name requested is deemed inappropriate, contains foul language or can be found to be offensive to others.

_____ Please initial to indicate that you have read and understand the information above.

Student Signature _____
Date

Office Use Only

Approved _____

Denied _____

Registrar/Designee Signature _____
Date