

Preferred First Name Declaration

The University recognizes that some community members wish to use a first name other than a legal first name to identify themselves. The University refers to this as a preferred first name. As long as the use of this different first name is appropriate and not for the purpose of misrepresentation or an attempt to avoid a legal obligation, the University will display a preferred first name in place of your legal first name in many, but not all, internal systems and reports. Franklin Pierce University reserves the right to remove any preferred first name that is deemed inappropriate.

For the complete policy and related FAQs, please visit: <http://eraven.franklinpierce.edu/s/dept/registrar>

Student Name: _____ **Student ID Number:** _____

Add preferred first name

Preferred First Name to be added: _____

Remove preferred first name

Preferred First Name to be removed: _____

Change my Franklin Pierce email address. Please note that your full name in Outlook will be updated without selecting this option. This is to let us know that you need a new email address.

STUDENT SIGNATURE

Student Signature

Date

Processed by: _____ Date: _____

Rev. 4/2021

IT Web Salutation