

NAME UPDATE FORM

Please print clearly

AACC ID#

College Use:

Processed by _____

Date _____

LEGAL NAME ON FILE:

Last Name

First Name

M.I.

PHONE: Home Cell**EMAIL ADDRESS:****Legal Name Changes**

Complete this section if you are updating your name based on a legal name change. Proof of name change is required. You must submit an official court document, marriage certificate, or certificate of naturalization. Driver's licenses are considered acceptable for last name changes only. (MyAACC user name is not changed based on legal name change.)

NAME CHANGE:

Last Name

First Name

M.I.

Chosen/Desired First Name

Complete this section if you are adding or updating your chosen first name. Students may elect to have a chosen first name used in communication by instructors in the classroom and in Canvas. Legal name will still be used where necessary, including on all student financial communications.

CHOSEN FIRST NAME:**GENDER IDENTITY:** (optional) Male Female Transgender Gender Non-Conforming Other**Student Signature (Required)****I have read and understand the following:**

- ✓ Chosen name requests are subject to review. Anne Arundel Community College reserves the right to deny any chosen name request that is deemed vulgar or causes a disruption to college operations.
- ✓ If a chosen name is used, students are still obligated to pay any charges to their accounts regardless of the name used in communication of the charges.
- ✓ I certify that the information provided on this form is accurate and complete.

Student Signature _____ Date _____

Notice of Nondiscrimination: AACC is an equal opportunity, affirmative action, Title IX, ADA Title 504 compliant institution. Call Disability Support Services, 410-777-2306 or Maryland Relay 711, 72 hours in advance to request most accommodations. Requests for sign language interpreters, alternative format books or assistive technology require 30 days' notice. For information on AACC's compliance and complaints concerning sexual assault, sexual misconduct, discrimination or harassment, contact the federal compliance officer and Title IX coordinator at 410-777-1239, complianceofficer@aacc.edu or Maryland Relay 711.