



## UNIVERSITY OF KENTUCKY STUDENT NAME CHANGE REQUEST FORM

### I) OVERVIEW

The University of Kentucky developed a Name Change Request Form in Fall 2015 with the goal of creating a consistent name change experience and use of one's name wherever a legal name is not absolutely necessary. The university allows a first and/or middle name to be used by eligible students, faculty, and staff to indicate their new name to the university community regardless of whether they have legally changed their name. The university defines this name as the sole name that will be used for professional purposes at the university and limits this definition to first and middle names. Legal last names cannot be changed with this form. Additionally, since the university's infrastructure is multifaceted and complex, an approved Name Change Request Form will result in updates to many systems but there may still be other systems where the implementation of a new name is not yet possible.

#### Your Name Will Be:

- Reflected in your myUK portal
- On your official UK transcript
- On class rosters
- UK Student ID

**Note:** Names on diplomas are chosen by the student at the time of degree application. Email aliases may be selected by the student through the use of UK's Account Manager. Questions about diploma names or email aliases can be directed to the Office of Enrollment Management or the Office of LGBTQ\* Resources.

### II) INFORMATION

\_\_\_\_\_  
TYPE LEGAL FIRST NAME

\_\_\_\_\_  
TYPE LEGAL MIDDLE NAME

\_\_\_\_\_  
TYPE LEGAL LAST NAME

\_\_\_\_\_  
TYPE NEW FIRST NAME

\_\_\_\_\_  
TYPE NEW MIDDLE NAME

In addition to designating a preferred name, I would also like to designate a gender marker that differs from my legal gender. I understand that the gender marker I designate will be reflected in many University systems but understand that there may be other systems where the implementation of a gender marker other than my legal gender is not possible.

#### GENDER IDENTITY

Male     Female     Write in Option \_\_\_\_\_

*(For example: Transgender, Gender Fluid, Agender, Trans Man, Trans Woman)*

#### PRONOUN (optional)

He     She     Write in Option \_\_\_\_\_

*(For example: They, Ze)*

UK ID Number: \_\_\_\_\_

### III) CERTIFICATION

A student may request a new name to be used for the purpose of identification and communication.

I [TYPE NAME] certify that I fully understand the above purpose of this Name Change Request Form and understand the expectations outlined in this disclaimer. I understand that a new name is defined as a sole name that will be used for professional purposes at the University of Kentucky. Furthermore, I confirm that I am not requesting a new name to avoid any legal obligation or to otherwise misrepresent myself.

\_\_\_\_\_  
[TYPE LEGAL NAME]

\_\_\_\_\_  
[SIGN LEGAL NAME]

\_\_\_\_\_  
[DATE]

Once completed, please return this form to the Student Records Office in Room 10 Funkhouser Building or to the Office of LGBTQ\* Resources in 302 Blazer Hall.

FOR UNIVERSITY OF KENTUCKY OFFICIAL USE ONLY

\_\_\_\_\_  
Office of the Registrar or official designee's signature