

Southeastern Louisiana University

PREFERRED NAME CHANGE FORM

Southeastern Louisiana University recognizes that students may wish to use a preferred name. The University is committed to using the preferred names of individuals wherever possible. To update your preferred name, please print and complete the following form. After completing all fields, sign and date the form, then submit it to the Office of the Registrar.

Southeastern Louisiana University
Office of the Registrar
SLU 10752
Hammond, LA 70402
Fax: (985) 549-5632
E-mail: registrar@southeastern.edu

Please print or type your name as it currently appears on University records:

Last Name: _____ First Name: _____ Middle/Other: _____
Student ID: _____ Date of Birth: _____ Phone Number: _____

I request that my name be changed to the following:

First Name: _____ Middle/Other: _____

Please Note:

- * The University reserves the right to remove preferred names that are deemed misrepresentative.
- * Only first and/or middle name may be changed.
- * Students should be prepared to reference their legal name when necessary.
- * A preferred name designation is not a legal name change.
- * If you have applied for graduation and would like your diploma name to reflect this name change, please e-mail gradapp@southeastern.edu from your Southeastern e-mail account.

Please make the requested change to my records.

Signature: _____
(signature required)

Date: _____