UNIVERSITY OF
SOUTH ALABAMA

Preferred Name Request

Preferred Name for Students - First Name Only

Current students may add or change a preferred first name by submitting this form along with ID to the Office of the Registrar. The preferred name will only appear on the class roster at this time.

Jag Number

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Birth Date (MMDDYYYY)

Legal Name (on file with the University)
Last Name, space, First Name, space, Middle Name, space, Jr., III, etc.

Preferred First Name

SIGNATURE_____ **DATE** _____

TELEPHONE NUMBER: _____

EMAIL ADDRESS: _____

Please submit form and ID:

By fax: 251-460-7738 or

By email: records@southalabama.edu or

By mail: Office of the Registrar
Meisler Hall, Suite 1100
390 Student Center Circle
Mobile, Alabama 36688

OFFICE USE ONLY
Clerk Code

Date

Revised 05-26-16