NJIT recognizes that students may wish to be addressed by a name other than their legal name to identify themselves. For this reason, the university now allows students to apply for a preferred name where reasonably possible in the course of university business and education. Please follow the link for more information about the policy.

**PREFERRED NAME POLICY**

Please complete the information requested below and submit to the Office of the Registrar. Application of a preferred name may only be requested once an academic year and must be completed at least one week before the start of the next academic semester.

**NJIT ID:** __________________________________________

**Legal Name:** __________________________________________

**Preferred Name:** __________________________________________

Students requesting a preferred name under the age of 18 must submit written permission from a parent/legal guardian in addition to a Preferred Name Change form. NJIT reserves the right to decline or revoke a preferred name change request, please refer to the preferred name change policy in the university catalog.

**Student Signature:** __________________________________________

(Student Signature attesting the information submitted in support of this request is true and accurate)

**Date:** __________________________________________

Created Dec 2018