



## Email/Student Identification Card Preferred Name Request Form

Current Legal Name: \_\_\_\_\_

CUNYfirst Emplid: \_\_\_\_\_

I request that the following name be used to match my Preferred Name from CUNYfirst in the following systems:

**CUNYfirst Preferred First Name:** \_\_\_\_\_

**Select System to update:**

Email / SLAS

Student Identification Card (Go to 3A - 106 to pick up new card)

Please check here  to indicate you have read and agree with request above.

Date: \_\_\_\_\_

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**Complete form and send as an attachment to: [preferredname@csi.cuny.edu](mailto:preferredname@csi.cuny.edu)**

You **must** email this form from your current CIX email account. When your new email/SLAS account is ready, a notification will be sent to your current CIX email (before preferred name change) informing you of your new email/SLAS ID.

**You must go to 3A-106 to pick up your new Student Identification Card.**

