

Chosen Name Review Procedure

If a student submits a request for a chosen name to the campus Registrar's Office that is considered inappropriate or a potential violation of the policy, the student should be advised by the staff member that the request requires further review by the Associate Dean of Student Affairs. No further action can be taken without the approval of the Associate Dean.

Upon review of the request, the Associate Dean will determine if the request is approved or denied, and whether the request requires the intervention or consultation by the Chief Diversity Officer/Title IX Coordinator or the Office of Legal Affairs.

Official determination of the review should be communicated to the campus Registrar's Office supervisor and the College Associate Dean/Registrar. If denied, the student will be informed that they may choose to appeal the decision in writing to the Vice President for Student Affairs.