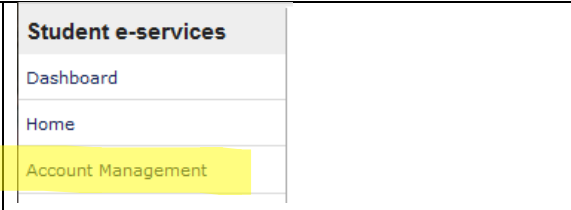
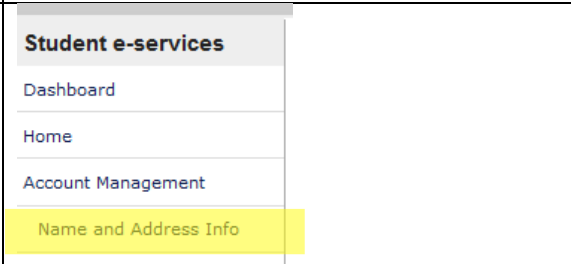
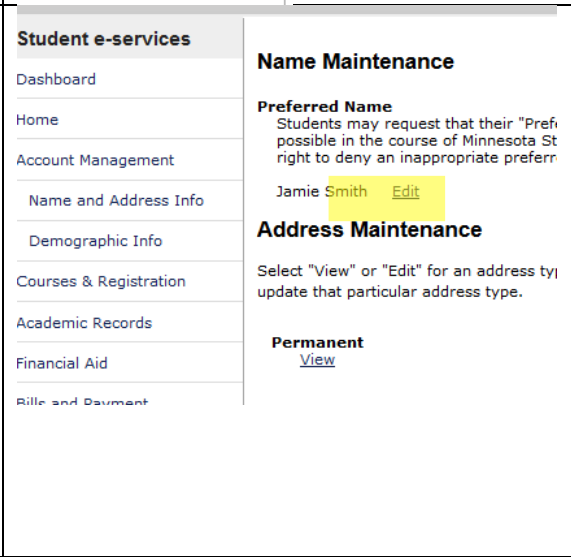
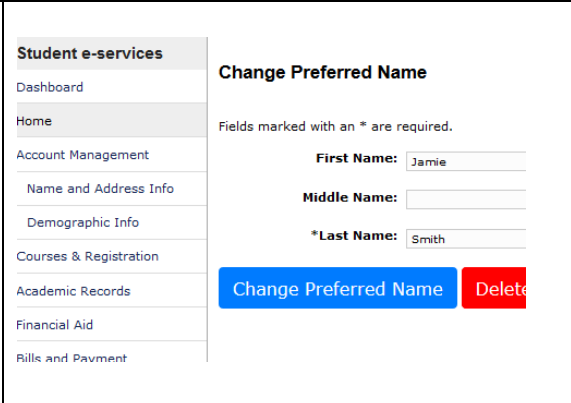


How to Update your preferred name in e-Services

Update your Preferred Name in E-Service. You have the ability to update your preferred name in the Account Management section of E-Services. Click on Account Management and then select Name and Address Info.

Click on Account Management	 <p>Student e-services</p> <ul style="list-style-type: none"> Dashboard Home Account Management
Click on Names and	 <p>Student e-services</p> <ul style="list-style-type: none"> Dashboard Home Account Management Name and Address Info
Click on Edit under Preferred Name	 <p>Student e-services</p> <ul style="list-style-type: none"> Dashboard Home Account Management Name and Address Info Demographic Info Courses & Registration Academic Records Financial Aid Bills and Payment <p>Name Maintenance</p> <p>Preferred Name Students may request that their "Preferred Name" be used in the course of Minnesota State. The University reserves the right to deny an inappropriate preferred name.</p> <p>Jamie Smith Edit</p> <p>Address Maintenance Select "View" or "Edit" for an address type to update that particular address type.</p> <p>Permanent View</p>
Type in Preferred Name and click Change Preferred Name	 <p>Student e-services</p> <ul style="list-style-type: none"> Dashboard Home Account Management Name and Address Info Demographic Info Courses & Registration Academic Records Financial Aid Bills and Payment <p>Change Preferred Name</p> <p>Fields marked with an * are required.</p> <p>First Name: <input type="text" value="Jamie"/></p> <p>Middle Name: <input type="text"/></p> <p>*Last Name: <input type="text" value="Smith"/></p> <p>Change Preferred Name Delete</p>

How are preferred names used at Dakota County Technical College

Setting your Preferred Name allow for DCTC to list your preferred names on class lists and non-legal documents. We believe our students should be allowed be who they are on our campus while working towards the career of their dreams.