

CHANGE OF PRONOUN FORM

The pronoun that you choose to identify with can be communicated on some Colby-Sawyer lists, such as class rosters. For more information, please contact the LGBTQ Liaison, Professor Kathleen Farrell (kfarrell@colby-sawyer.edu)

The options you have are:

- he/him/his
- she/her/hers
- they/them/their

If these options are not sufficient for your needs, please specify the pronoun you would like to use in our systems and we will do our best to accommodate you:

FIRST NAME (LEGAL OR PREFERRED)

MIDDLE NAME

LAST NAME

PREFERRED GENDER PRONOUN

- Note: Check here if you would like the LGBTQ Liaison to reach out to you to assist you in the multiple steps on campus to ensure your name and gender marker are consistent with your identity.*

Preferred Email Address/Username

Please check one option, below:

- I would like a gender neutral email address and username (i.e. jdoe@my.colby-sawyer.edu)
- I would like my email address and username to match my preferred name

By signing this change of pronoun form, I am stating for the record that I am not changing my pronoun to misrepresent myself in any way. I also am aware of the fact that changing my pronoun could cause issues with outside parties inquiring about my attendance at CSC. I am aware that changing my pronoun may out me to family members and others because the pronoun may appear on some college documents. My chosen pronoun will remain in the system until I notify the college in writing to change it.

I am also consenting to allow you to share my change of pronoun with offices, faculty members, and operations managers on campus so that all relevant parties will have updated information and can address me and reference me consistent with my gender identity.

Signature _____

Date _____

Students, please bring this completed form and any necessary documentation to the **registrar's office** in Colgate Hall. The changing of your name can take up to 3 business days to process. Employees, please bring this completed form and any necessary documentation to the **human resource** office in Colgate Hall. The changing of your name can take up to 3 business days to process.