

Student logs into MySJSU, selects "Names" link in the Personal Information section of the Student Center

STUDENT SELF SERVICE

Student Center

Elise's Student Center

View My Messages

You have 5 new messages.
[View Messages](#)

Academics

[Search](#)
[Plan](#)
[Enroll](#)

This Week's Schedule	
Class	Schedule
AAS 180-31	

Holds

No Holds.

Other Indi

No Other Ind

Personal Information

[Emergency Contact](#)

[Names](#)

[User Preferences](#)

other personal...

Contact Information

[Edit Mailing Address](#)

1 Washington Square
San Jose, CA 95192

[Edit Phone](#)

408/924-1000

[Edit Home Address](#)

1 Washington Square
San Jose, CA 95192

[Edit E-mail](#)

elise.chan@sjsu.edu

Student clicks the edit button for the preferred Name Type.

Note: Student can only change preferred name through MySJSU. Name change form with legal documentation must be submitted to the Registrar's Office to change primary name.

Elise Chan

go to ...

Personal Information

Security

addresses
names
phone numbers
email addresses
emergency contacts
ethnicity

Names

Below is a list of your current names. Each name has a type associated with it that is indicative of the name's use. For example, a name with the type Preferred would be the name you prefer to be used under most circumstances.

Students please note: Changes to your primary name must be completed in person in the Student Services Center located at 9th and San Fernando Streets. Official legal documentation (e.g., court documents or marriage certificate) and picture ID to verify your new name (e.g., driver's license or passport) are required. Professional Development (Extended Education) students must contact 408-924-2670 for Primary Name change.

To add, change, or delete a name, click the appropriate button.

Name Type	Name		
Primary	Elise Chan		
Preferred	Elise Chan	edit	delete
D2L	Elise.Chan		

Student changes preferred name in MySJSU

Elise Chan Primary Name

Names

Change name

Enter your name information below. Each name must have a type associated with it to indicate how you use that name.

Change name

Name Type: Preferred

Prefix:

First Name: **Middle Name:**

Last Name:

Suffix:

Date changes will take effect (example: 12/31/2000)

Note preferred name change.

Elise Chan Primary Name

Personal Information Security

addresses || names || phone numbers || email addresses || emergency contacts || ethnicity

Names

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Name Type	Name		
Primary	Elise Chan		
Preferred	Rika Chan	<input type="button" value="edit"/>	<input type="button" value="delete"/>
D2L	Elise.Chan		

ADMINISTRATIVE/FACULTY CLASS ROSTER

Preferred name will appear on the class and grade rosters administratively and in Faculty Self Service.

Faculty Center my schedule | Advisor Center class roster | Search grade roster

Class Roster

Fall 2014 | Regular Academic Session | San Jose State University | Undergraduate

AAS 180 - 31 (48767)

Individual Studies (Sup)

Days and Times	Room	Instructor	Dates
TBA	TBA	Hien Do	08/25/2014 - 12/10/2014

*Enrollment Status Preferred Name

[Class Permissions](#)

Enrollment Capacity 3 Enrolled 1

Notify	ID	Name	Grade Basis	Units	Program - Plan - Subplan	Academic Level	Add Dt	Grade Dt	Incon
1	<input type="checkbox"/>	007874412 Chan,Rika	Crd/No Crd	3.00	UGD - Undergraduate Degree - Child and Adolescent Develpmnt	Junior	09/03/2014		<input type="button" value="Add"/>