



3505 Arendell Street, Morehead City, NC 28557 ♦ (252) 222-6000 ♦ www.carteret.edu

Chosen Name Request

Carteret Community College will allow a student to request a different first name to display in Moodle, and on class rosters. A chosen name can be requested and processed at any time.

CCC reserves the right to deny a chosen name request if it exceeds any technical software limitation or is deemed inappropriate. A student may submit a chosen name request no more than twice.

Legal name changes are to be submitted by using the Personal Information Change Form found on our Student Forms page.

Student Legal Name: _____

ID number: _____

Chosen First Name: _____

Students are reminded that their legal name is used for directory information requests, email/username, and official documents such as tax documents or an official Carteret Community College transcript. A student's legal name is available for CCC employees for the purpose of conducting college business.

Acknowledgment:

By submitting this form, I certify that the above information is true and accurate to the best of my knowledge.

Signature: _____

Date: _____