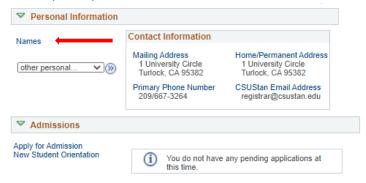
Preferred Names guide

1- From your MyStanState Student Center, scroll down to PERSONAL INFORMATION.



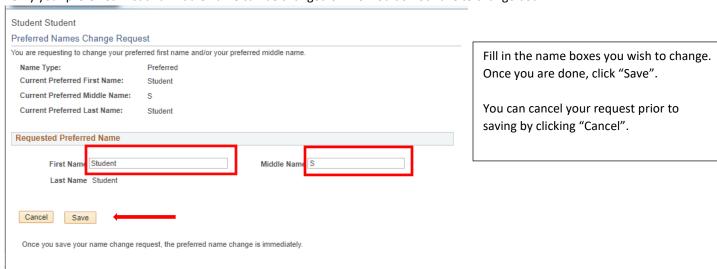
Click on the "Names" link.

2- You can only change your preferred name.



Click on the PENCIL icon to proceed.

3- Only your preferred first and middle name can be changed online. You do not have to change both.



4- Once you click save, you will be brought to a confirmation page.



Click "OK" and you will be brought back to the Names page.

Your request is immediate after saving.