

Preferred First Name Use

Rider University recognizes that members of the university community may not use the name that they were assigned at birth, as it does not reflect their identity. The university seeks to promote the comfort and safety of students, staff, and faculty who wish to be identified by a name other than their legal name by displaying a preferred first name in documents and in university systems where the legal name is not required by law.

Acceptable uses of chosen/preferred name include, but are not limited to:

- A chosen name that better represents your gender identity
- A middle name instead of first name
- An abbreviated or Nickname (Nora instead of Eleanor)
- A chosen American name (Jamie instead of Jiachen)
- A name to which you are in the process of legally changing

Use in Administrative Systems

Rider University is committed to intentional efforts to implement Preferred First Names across University systems where appropriate, which will roll out in stages. As of the spring semester 2020, staff and faculty preferred first name will automatically appear on:

- Class lists
- Faculty Grading
- Student Advising Profile
- Degree Works
- Canvas

When requested a preferred first name may also appear on:

- Rider University ID Card
- Email and email display name
- Diploma (When the graduation application is submitted, students are given the opportunity to provide the name to appear on the diploma)

Rider will continue to work on data integration solutions for additional applications and systems, including the Campus Directory, StarRez (housing), TutorTrac, Handshake, and BroncNation

To submit a preferred name, log into myRider. Under the Personal Information section click the "View/Update Personal Information" link.

Note: *Rider University reserves the right to remove any preferred first name that is deemed to be inappropriate, derogatory or misrepresentative (e.g., is being used in an attempt to avoid legal obligations or confuse one's identity with that of another). Those who intentionally misuse the preferred first name option may be subject to disciplinary action.*