


## Declaring a Chosen Name


Please [review the University's policy](#) on Chosen Name before declaring a preferred name.

Log into BannerWeb ([banner.jefferson.edu](http://banner.jefferson.edu)) with your campus key and password, which will bring you to the main menu:


### Main Menu


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 [Update Local Address](#)

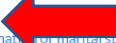
 **Thomas Jefferson University Playbook Spring 2021 (Updated 12/9/2020)**  
Thomas Jefferson University has assembled a cross disciplinary team to develop a comprehensive University Playbook for faculty, staff and students that details how we will safely continue to find information on:

- COVID-19 Screening, Testing & Case Management
- Operations Planning
- Social Distancing
- Reimagined Classrooms
- Remote Work Considerations
- Housing
- Athletics, and more.

 **Thomas Jefferson University Gathering Guide for Students**

 **Thomas Jefferson University COVID-19 Vaccine FAQ (Updated 2/3/2021)**

[Remote Student Attestation](#)

**Personal Information**   
[Update addresses, contact information, or marital status; review name or social security number change information; Change your PIN; Customize your directory profile.](#)

**Student**  
[Register for classes or view your academic records](#)

**Financial Aid**  
[Apply for Financial Aid, review status and loans](#)

**Campus Services**  
[Links to other campus resources \(Blackboard, Campus Currency, etc.\)](#)

[FERPA Access](#)

[Student Check In](#)

[TJU Housing Payment](#)

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Click on the “Personal Information” link:

## Personal Information

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[Update JeffALERT Emergency Communication System](#)

[Update Addresses and Phones](#)

[Update Emergency Contacts](#)

[Update Ethnicity And Race](#)

[Update Marital Status](#)

[Update your marital status below. When you are finished, press the Update Marital Status button to submit your changes.](#)

**Name Change Information**

[Social Security Number Change Information](#)

[JeffConnect Enrollment](#)

**Gender and Preferred Name Selection** 

[Update Missing Student Contact Person Information](#)

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Click on the “Gender and Preferred Name Selection” link:

## Select Preferred Gender and Chosen Pronoun

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Thomas Jefferson University recognizes that some members of our community use a name, gender, and pronoun other than their legal identifiers. Please read the [policy on Preferred Names before submitting a request](#).

Current Preferred First Name

No Preferred First Name Provided

If you would like to add or update your preferred first name, please enter below:

Current Personal Pronoun Information

No Preferred Gender Pronoun Selected

If you would like to add or update your preferred personal pronoun, please select from the available options below:

Please select a pronoun... ▾

Current Gender Identity Information

No Preferred Gender Identity Selected

If you would like to add or update your preferred gender identity, please select from the available options below:

Please select a gender... ▾

Submit

You can enter a preferred first name, select a personal pronoun, and/or select a gender identity. You do not need to enter information for all three areas. Click on "Submit" when finished.

## Select Preferred Gender and Chosen Pronoun

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### Preferred First Name Information

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A request is submitted to the Registrar office to update your preferred first name to "Arash". When your request is processed, you will receive an email with the status of your request.

### Preferred Personal Pronoun Information

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Preferred gender personal pronoun is updated to: He/Him/His

### Preferred Gender Identity Information

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Preferred gender identity is updated to: Male

You will see a confirmation when you submit information.

### Preferred First Name Information

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There is a pending request to change your preferred first name. Your request cannot be processed at this time.

Once you declare a preferred first name, you cannot submit another request until it has been processed.

### Current Preferred First Name

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AR

If you would like to add or update your preferred first name, please enter below:

Arash

You are able to declare a different preferred first name after a previous request has been processed.