



Office of the Registrar

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APPLICATION FOR PREFERRED FIRST NAME STUDENT ID BADGE

POLICY: The Registrar's Office is responsible for issuing ID Badges to students of LSU Health Sciences Center- New Orleans. ID Badges are used for identification purposes and used for security access throughout campus.

ID badges display a student's name photo, and school on the front of the ID badge. The legal name, student ID number, and signature will be visible on the back of the ID badge. ID badges can display preferred first name on the front of the ID badge with the completion of the form *Application for Preferred First Name Student ID Badge*. The legal name and signature will remain on the back of the ID badge.

A preferred name will only be available for ID badges and will not apply to LSUHSC email addresses, transcripts, enrollment verifications, and diplomas. All persons must present a government issued photo ID, such as a license or passport when receiving their initial or replacement badges. Badges will only be released to the person named on the badge unless otherwise approved.

If your ID badge is lost, there is a replacement fee of \$10.00.

EMPLID: _____

DATE: _____

- ☐ Dentistry
- ☐ Medicine
- ☐ Nursing
- ☐ Allied Health
- ☐ Public Health
- ☐ Graduate Studies

ID BADGE INFORMATION: (Type or print the name you want to appear on your LSUHSC-NO Badge using upper/lower case letters.)

LEGAL NAME:

(First Name)

(Middle Name)

(Last Name)

PREFERRED NAME

(Preferred First Name)

By signing below, I acknowledge that I understand the Registrar's Office ID Badge policy and that the above typed or printed preferred name will appear only on the front of my LSUHSC-NO Badge.

Signed: _____

Date: _____

(Phone)

(E-Mail Address)