



used where possible in the course of University education, business, and communication. Gender identity should be used in place of sex or binary gender values where possible and appropriate.

#### **4. Policy Statement**

All members of the University of Nebraska community may use a chosen name to identify themselves where possible and appropriate. All members of the University of Nebraska community may identify and use a Gender Identity instead of, or in addition to, their sex where possible and appropriate.

- a. **Permissible Use of Chosen Names.** Except as set forth in Section 4(b) of this policy, members of the University community may use chosen names to identify themselves. The University acknowledges that a chosen name can and should be used where possible in the course of University business, education, and communication.
- b. **Prohibited Use of**

- v. University Directories
- vi. Official University Email Name and Address
- vii. Campus/University ID Cards (Front)
- viii. Awards Certificates
- ix. Human Resources, Student Information, and Business Systems, where applicable
- x. Where Legal Name is Not Required

Instances in which the Official Name of Record will be used include, but are subject to change and not limited to:

- i. Official and Unofficial Transcripts
- ii. Student Clearinghouse
- iii. IRS Documentation (e.g. 1098-T, W2,



For information regarding submission of a change of sex request, please consult the following links:

**University of Nebraska-Lincoln**

[Personal Record Changes](#)

[LGBTQA+ Resource Guide](#)

Employees email the Office of Human Resources: [hroffice@unl.edu](mailto:hroffice@unl.edu)

**University of Nebraska Medical Center**

[Student Record Personal Changes](#)

Employees email the Office of Human Resources: [hrrecords@unmc.edu](mailto:hrrecords@unmc.edu)

**University of Nebraska at Omaha**

[Student Record Personal Changes](#)

[Gender and Sexuality Resource Center](#)

Employees email the Office of Human Resources: [unohr@unomaha.edu](mailto:unohr@unomaha.edu)

**University of Nebraska at Kearney**

[Gender Designation](#)

[Name Change](#)

Employees email the Office of Human Resources: [humanresources@unk.edu](mailto:humanresources@unk.edu)

**University of Nebraska Central Administration**

Employees email the Office of Human Resources:

[humanresources@nebraska.edu](mailto:humanresources@nebraska.edu)

**Nebraska College of Technical Agriculture**

[Personal Record Changes](#)

[LGBTQA+ Resource Guide](#)

Employees email the Office of Human Resources: [hroffice@unl.edu](mailto:hroffice@unl.edu)

**Reference:** Edited March 6, 2023  
Edited March 22, 2021