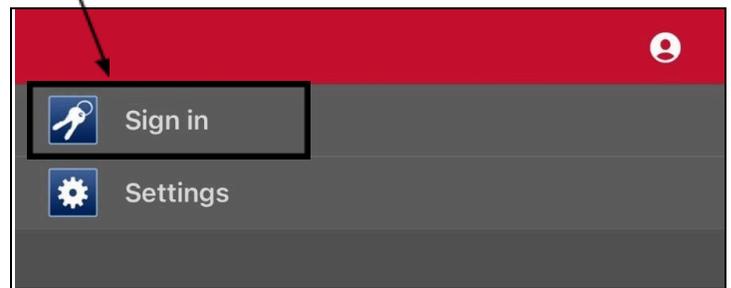


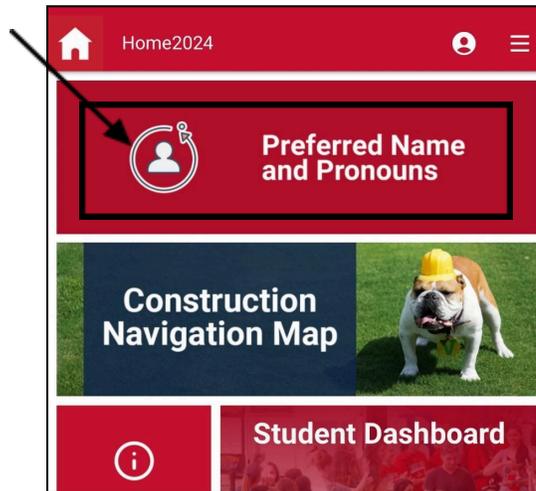
Mobile@FresnoState

Update your Preferred Name and Pronouns

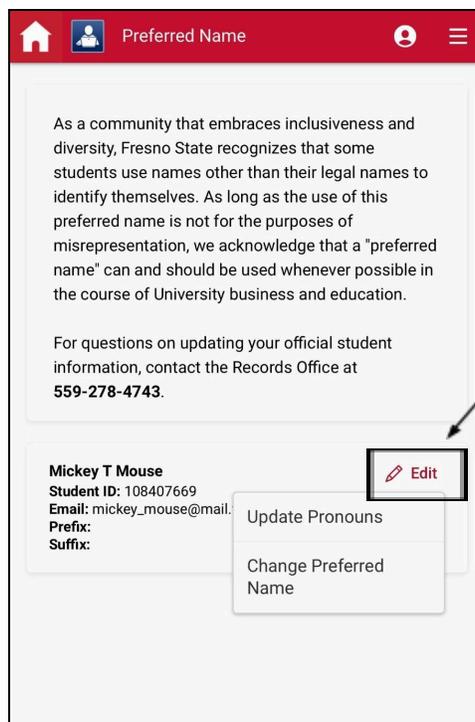
Step 1: Open Mobile@FresnoState. To log in, **click on the Profile Icon** located in the top right corner of the screen. After you click on the profile icon, the menu options will appear. Click on **Sign in** and enter your Fresno State credentials.



Step 2: Click on the banner labeled "Preferred Name and Pronouns".

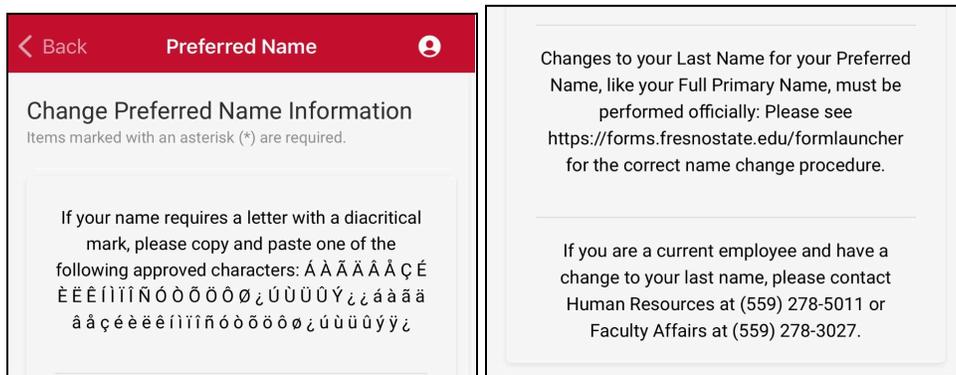


Step 3: Here, you will see the Preferred Name Page. At the top of the page is a message that states, "As a community that embraces inclusiveness and diversity, Fresno State recognizes that some students use names other than their legal names to identify themselves. As long as the use of this preferred name is not for the purposes of misrepresentation, we acknowledge that a "preferred name" can and should be used whenever possible in the course of University business and education. For questions on updating your official student information, contact the Records Office at 559-278-4743." **You can update your Preferred Name and/or Pronouns by clicking on the "Edit" icon and selecting either Update Pronouns or Change Preferred Name from the options that appear..**



Step 4: Update Form and Submit.

- At the top of the page, there is a message that states, “If your name requires a letter with a diacritical mark, please copy and paste one of the following approved characters: Á À Ã Ä Å Ç È É Ê Ë Ì Í Î Ï Ñ Ó Ò Õ Ö Ø Ù Ú Û Ü Ý Þ à á â ã ä å ç é è ê ë ì í î ï ñ ó ò õ ö ø ù ú û ü ý þ ÿ.” The message below that states, “Changes to your Last Name for your Preferred Name, like your Full Primary Name, must be performed officially: [Please fill out the Student Information Update Form](#) for the correct name change procedure”. The next message states, “If you are a current employee and have a change to your last name, please contact Human Resources at (559) 278-5011 or Faculty Affairs at (559) 278-3027”.



- Update Preferred Name: Fill out the applicable form fields. You can update Prefix, First Name, Middle Name, and Suffix, and select and effective date if you want the change to be made at another time. Then, click submit.

- Update Pronouns: Select your pronouns from the list below. Options available include He/Him/His, She/Her/Hers, They/Them/Theirs, Use Name/Use Name/Name, Ze/Hir/Hirs, Ze/Zir/Zirs, Not Listed. If yours does not appear, select "Not Listed". Then click submit. Now, your pronouns will show up immediately on the roster for any of your classes.

10:20 50%

Home Profile Preferr... Search Chat Settings

Update Pronouns

Items marked with an asterisk (*) are required.

Select your pronouns from the list below. If yours does not appear, select "Not Listed". Once you save, your pronouns will show up immediately on the roster for any of your classes.

Pronouns * (Subject/Object/Possessive)

They/Them/Theirs

Cancel Submit