January 2014

Re: Gender Inclusivity at the University of Alberta

Dear Students,

The Office of the Registrar is continuing to take important steps towards fuller gender inclusivity at the University of Alberta. iSMSS and the Safe Spaces Initiative is extremely excited to announce that as of January 2014, Instructor Self Service now displays a student’s preferred first name on the class roster and grade roster accessed through Bear Tracks. In addition, the grade approval page within the university’s student information system has also been altered to display a student's preferred first name to ensure continuity of name across the electronic grading process.

This change will help University of Alberta systems and the overall campus climate to become more inclusive of our trans-identified and genderqueer students.

Students wishing to have their gender marker changed on their record may do so by supplying a letter of intent to the Office of the Registrar. Students do not need to provide a letter from a medical professional or proof of sex reassignment surgery.

For further assistance or support in the area of name changes, preferred first name usage, or gender marker changes, please contact Melissa Padfield at the Office of the Registrar. Melissa has been a part of the safe Spaces Network since 2012 and is a champion for LGBTQ inclusivity at the University of Alberta. Melissa’s contact information:

Melissa Padfield, BA, MA
Assistant Registrar, Student Connect
University of Alberta
Ph: 780.248.1735
Email: melissa.padfield@ualberta.ca

Please see the information below for more details on preferred first name usage:

- Students can easily enter their preferred first name within Bear Tracks.
- Students cannot change their last name through Bear Tracks.
- Full legal names are still being collected and used on official documentation such as the University of Alberta transcript and parchment. Students can get more information by selecting the ‘My Personal Records’ menu on the Office of the Registrar home page (http://www.registrarsoffice.ualberta.ca)