

CHOSEN GENDER MARKER REQUEST
Lake Land College Admissions & Records
5001 Lake Land Blvd, Mattoon, IL 61938-9366
Office: 217-234-5311 Fax: 217-234-5390
admissions@lakelandcollege.edu



This form allows Lake Land College students to request that a chosen gender marker, rather than a legal gender marker, be used on records established for college purposes only, such as student schedules, textbook lists, class rosters, advisement rosters, and student ID. Requesting a chosen gender marker does not change a student’s legal gender on official academic records as described below.

FOR RECORD VERIFICATION PURPOSES:

LEGAL NAME (AS IT CURRENTLY APPEARS ON YOUR STUDENT RECORD)

DATE OF BIRTH	LAKE LAND STUDENT ID NUMBER
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REQUEST:

CHANGE MY GENDER MARKER TO: <input type="checkbox"/> FEMALE <input type="checkbox"/> MALE <input type="checkbox"/> NO MARKER
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Please initial each line confirming your understanding of the following:

- The chosen gender marker does not change my legal gender marker on official academic records including: transcripts, diplomas, enrollment verification, financial aid documents, federal immigration documents, state/federal employment and tax documents, and other documents as legally required.
- A current Lake Land College ID or government-issued photo ID/driver’s license verifying my legal name above is required when submitting this form to Admissions and Records.
- Lake Land College must report to multiple external entities (such as the Illinois Community College Board, U.S. Department of Education, etc.), and that the College will continue to provide my legal gender marker to meet the requirements of these entities.
- A Chosen Gender Marker Request will be approved only once per semester.

I have read the statements above, initialed, and understand that my signature below authorizes Lake Land College to change my gender marker in the Lake Land College Student Information System.

STUDENT’S SIGNATURE	DATE
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Note: It is strongly recommended that you submit a Chosen Gender Marker Request at least two full weeks prior to the start of a semester. The Admissions Office will confirm once your chosen gender marker request has been completed.