

Blackboard Name Change Procedure

1. Contact the Enrollment Services Office to change your name for your official EvCC records (grade reports, transcripts, etc)

Enrollment Services

Jackson Center

Phone: 425.388.9219

Fax: 425.388.9173

Email: admissions@everettcc.edu

2. Contact the EvCC IT Help Desk to request a name change.

IT Help Desk

Shuksan 212 (next to the Shuksan open lab)

Phone: 425.388.9333 (extension 2)

Email: HelpDesk@everettcc.edu

NOTE: If you do not make the change with the IT Help Desk, the change will NOT take place in Blackboard.