



Update your Preferred First Name



SEATTLE COLLEGES

Central • North • South



SEATTLE CENTRAL
COLLEGE

Current Students

International

Employees

Community

Donors



About - Programs - Enrollment & Funding - Campus Life -



NORTH SEATTLE
COLLEGE

Students

International

Employees

Community

Donors



About - Programs - Enrollment & Funding - Student Services - Campus Life -



SOUTH SEATTLE
COLLEGE

Students

International

Employees

Community

Donors



About - Programs - Enrollment & Funding - Student Services - Campus Life -

Step 1:

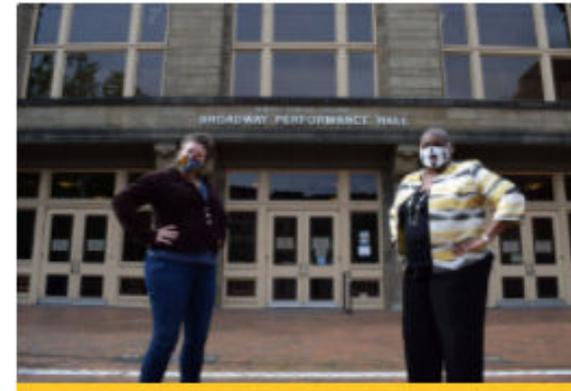
Open a browser and go to your campus website.
Click on **Students** or **Current Students**.

www.seattlecentral.edu | www.southseattle.edu | www.northseattle.edu

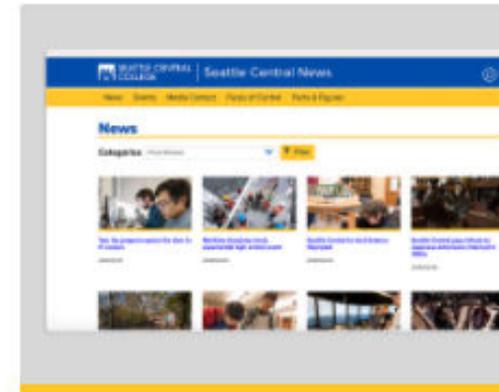
Current Students



Latest from Seattle Central



Seattle Central and Intiman Theatre offer new track in techn...

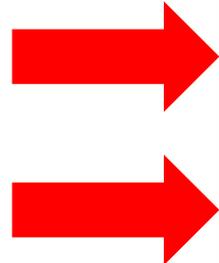


Seattle Central News

Step 2: Click on the ctcLink icon.



WASHINGTON COMMUNITY
AND TECHNICAL COLLEGES



ctcLink ID

Password

Enable Screen Reader Mode

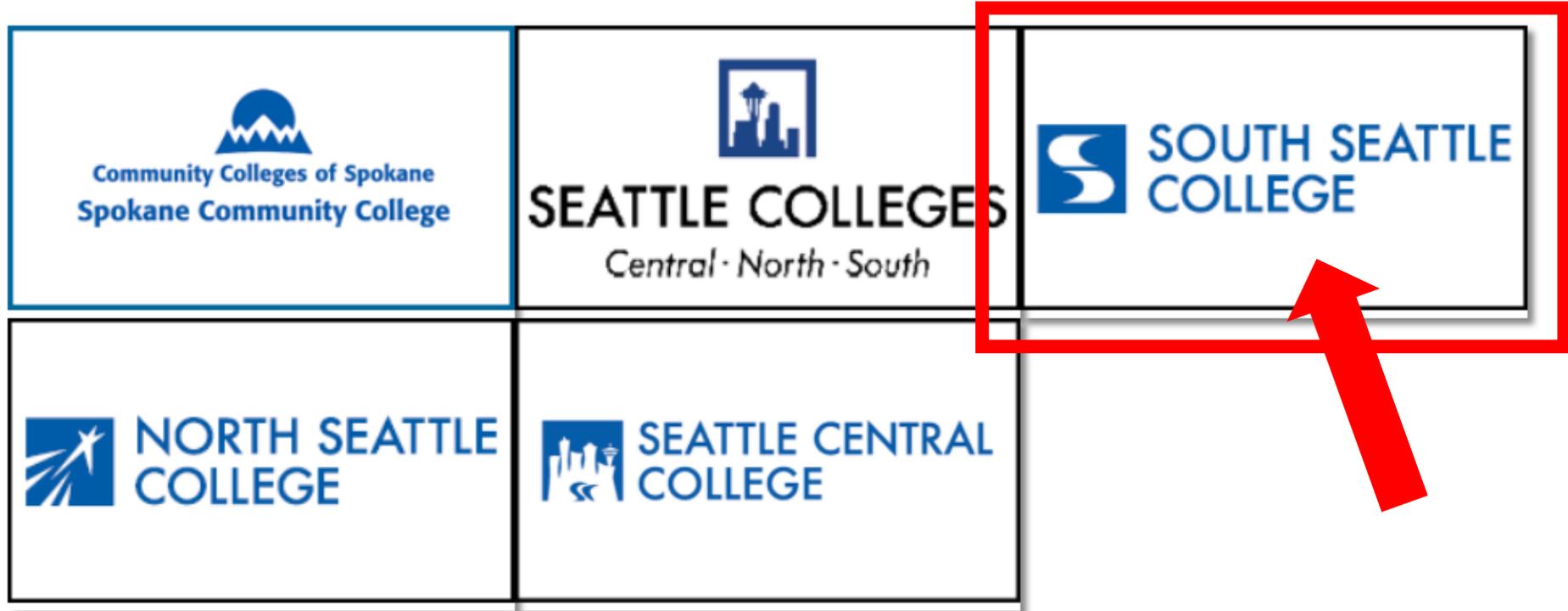
[Sign In](#)

Do not enable screen reader mode unless you use a screen reader or other assistive technology, as this mode changes how ctcLink looks.

[Forgot your password?](#) [First Time User?](#)

Step 3: Enter your ctcLink ID and Password and click **Sign In**.

Please click the applicable link for the District or the College.



If you are or have been a student at more than one Washington state community college, click the college you want to log in to.

Step 4:

If you have only been admitted to or attend one college, go to **Step 5**.



Canvas

Student Homepage

Your Gateway to ctcLink

Welcome!

You have arrived at the ctcLink Gateway for Washington's community and technical colleges. The links at the left should get you everywhere you need to go in ctcLink for your student, faculty or staff online work. Some of you will have links to applications across the top of the page as well.

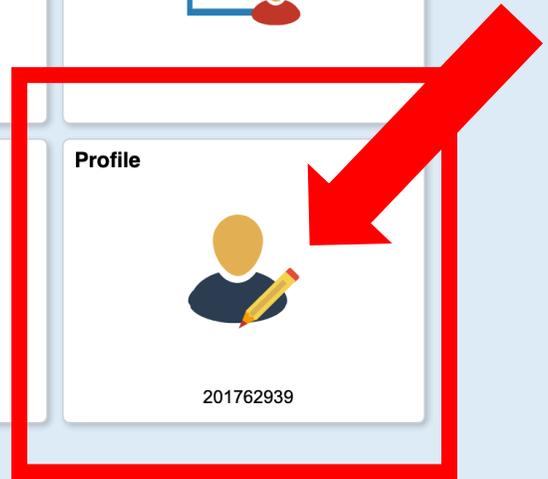
Your ID is what drives access to all of these links and

How do I...?

If you need to know how to use some of the ctcLink tools, check out the [ctcLink Training website](#). There you'll find Quick Reference Guides (QRG) and training exercises to get you on your way. More content will be added to the training website as materials are developed.

Step 5: Click on "Student Homepage".

Message Center 	Tasks  No current tasks	Academic Progress 	Manage Classes 
Financial Aid 	Financial Account  Payment Due	Academic Records 	Profile  201762939
Additional Resources 	Admissions 		



Step 6: Click on the Profile tile.

ID
201896792

Personal Details

Personal

Biographic

Contact Details

Addresses

Emergency Contacts

Ethnicity

Privacy Restrictions

Personal Details

Date of Birth 09/27/1988

Gender Male

Social Security Number *****XXXX

Names



Add

Name

Type

Star Fish

Primary

Update



Step 7: Your name is in **Personal Details**.
To add a preferred name, click the + icon.
Click on the arrow to the right of an existing name to update it.

Profile

Add Name

Cancel

Save

*Type ✓
Degree

*Name Form Preferred

Prefix ▼

*First Name

Middle Name

*Last Name

Suffix ▼

Step 8: Choose the name Type, “Preferred”, from the dropdown menu.

The image shows a 'Profile' form with a dropdown menu for 'Name Format'. The dropdown menu is open, showing a list of countries: Argentina, Belgium, Brazilian, Chinese, English (selected), French, German, Hong Kong, Italian, Japanese, Mexican, Netherlands, Spanish, and Swiss. A red arrow points to the 'Name Format' field. To the right, a preview of the form shows the 'Name Format' field set to 'Mexican', and a new 'Second Last Name' field has appeared. The 'First Name' is 'Emma' and the 'Last Name' is 'Fish'.

Type	Preferred
*Name Format	Mexican
Prefix	
*First Name	Emma
*Last Name	Fish
Second Last Name	

Changing the format does not change the language. It changes the name fields to complete. For example, the **Name Format "Mexican"** gives an option to enter a second last name.

Step 9: Choose the Name Format from the dropdown menu. "English" is the default.

Profile

Cancel

Add Name

Save

*Type	Preferred	▼
*Name Format	English	▼
Prefix		▼
*First Name	Emma	
Middle Name		
*Last Name	Fish	
Suffix		▼

Step 10: Enter your *preferred* First Name and *legal* Last Name.

Profile

Add Name

*Type Preferred ▾

*Name Format English ▾

Prefix ▾

*First Name Emma

Middle Name

*Last Name Fish

Suffix ▾



Step 11: Click Save.

ID
201896792

 Personal Details

 Contact Details

 Addresses

 Emergency Contacts

 Ethnicity

 Privacy Restrictions

Personal

Biographic

Personal Details

Date of Birth 09/27/1988

Gender Male

Social Security Number *****XXXX

Names

+	
Name	Type
Star Fish	Primary >
Emma Fish	Preferred >

Step 12: Review your changes.