



**HOLDINGFORD PUBLIC SCHOOLS – ISD #738**  
**P.O. Box 250, Holdingford, MN. 56340**

Dr. Chris Swenson  
 Superintendent  
 320-746-2196

Kevin Beehler  
 Secondary Principal  
 320-746-4309

Jim Stang  
 Elementary Principal  
 320-746-4461

Garrity Gerber  
 Business Manager  
 320-746-4306

**Petition to Change Email Address**

Today's Date: \_\_\_\_\_

Student's Legal Name: \_\_\_\_\_  
 (First, Last)

Student's Current School Email: \_\_\_\_\_@isd738.k12.mn.us

Student's Preferred Name: \_\_\_\_\_  
 (First, Last)

Student's Requested School Email: \_\_\_\_\_@isd738.k12.mn.us

I would like to use this preferred name on MCA testing materials (legal name will still be used for reporting purposes)

The above referenced student is requesting a change to their email address. The Technology Department will make changes to email addresses upon completion of this form and required parental/guardian and school administration consent. This in no way changes the student's legal name within the Skyward Student Information System or other legal documents.

Teachers will be informed of email address changes as they may pertain to adding a student into Google Classroom or other email related logins.

By signing below, you acknowledge and consent that the above mentioned student's email account be changed to reflect their request.

Parent/Guardian(s):		Date:
Building Principal:		Date:
Technology Director:		Date:
Superintendent:		Date: