

## CAMPUS RESOURCES

### Courses and events

Gender and Women's Studies  
[ccgs.ok.ubc.ca/undergrad/program/gender](https://ccgs.ok.ubc.ca/undergrad/program/gender)

### Training, education, and community

Pride Centre UBCSUO  
[facebook.com/prideubco](https://facebook.com/prideubco)

The "Really?" Campaign  
[really.ubc.ca](https://really.ubc.ca)

Positive Space Campaign  
[positivespace.ubc.ca](https://positivespace.ubc.ca)

UBC Okanagan Positive Space Campaign  
[facebook.com/UBCOPositiveSpace](https://facebook.com/UBCOPositiveSpace)

### Health, wellbeing, and support

UBC Health and Wellness  
[students.ok.ubc.ca/health-wellness](https://students.ok.ubc.ca/health-wellness)

UBC Counselling Centre  
[students.ok.ubc.ca/health-wellness/counselling](https://students.ok.ubc.ca/health-wellness/counselling)

Sexual Assault Support Centre  
[gotconsent.ca](https://gotconsent.ca)

Equity and Inclusion Office  
[equity.ok.ubc.ca](https://equity.ok.ubc.ca)

UBC Student Health Services  
[students.ubc.ca/student-health-service](https://students.ubc.ca/student-health-service)

Ombudsperson for Students  
[ombudsoffice.ubc.ca](https://ombudsoffice.ubc.ca)

## THIS BROCHURE CONTAINS INFORMATION ABOUT...

- Changing your name
- Changing your gender designation
- Access to washrooms
- Living in residence
- Reporting discrimination or harassment
- Using a preferred name
- Sample email to a professor
- Gender & human rights law in BC
- Relevant campus resources

*If you are experiencing difficulties or barriers at UBC let someone know! Talk to your professor or Department Head and connect with the Equity and Inclusion Office to learn about your options.*

### Learn about your rights in BC

A good starting place is Egale's FAQ on Gender Identity and Canada's Human Rights System:  
[egale.ca/all/faq-gender-identity](https://egale.ca/all/faq-gender-identity)

Also check out the BC Ministry of Justice website on Human Rights Protection:  
[www.ag.gov.bc.ca/human-rights-protection](https://www.ag.gov.bc.ca/human-rights-protection)

### Contact the Equity and Inclusion Office

UNC 215B, 3272 University Way  
UBC Okanagan Campus  
250.807.9291  
[equity.ubco@ubc.ca](mailto:equity.ubco@ubc.ca)

# RESOURCES FOR TRANS\* & GENDER- DIVERSE STUDENTS

## HOW DO I...

### ... update my legal name or add a preferred name to my UBC records?

For the most up-to-date information on how to make these changes, please visit [students.ubc.ca/access](https://students.ubc.ca/access) or search "UBC Trans Resources"

### ... update my gender designation?

To find out more about this simple process email Equity and Inclusion Office at [equity.ubco@ubc.ca](mailto:equity.ubco@ubc.ca)

### ... find single-stall washrooms at UBC?

Search for "UBC Single Stall Washrooms" and visit [equity.ok.ubc.ca/programs/accessiblewashrooms](https://equity.ok.ubc.ca/programs/accessiblewashrooms) for a map of gender inclusive washrooms on campus

### ... address concerns about living in UBC residence?

Contact the Manager at Residence Admissions and Assignments within UBC Student Housing and Hospitality Services: [information@housing.okanagan.ubc.ca](mailto:information@housing.okanagan.ubc.ca)

### ... report that I am experiencing discrimination or harassment?

Contact the Equity and Inclusion Office for information, advice, and referrals relating to matters of discrimination or harassment. Visit [equity.ok.ubc.ca](https://equity.ok.ubc.ca) and/or email [equity.ubco@ubc.ca](mailto:equity.ubco@ubc.ca) or call 250.807.9291

## WHAT ARE WAYS TO...

### ... find help with difficult conversations or correspondence?

Schedule an appointment with the Office of the Ombudsperson for Students. They can help with drafting difficult correspondence with the university, navigating a conflict, or preparing for a difficult conversation. Email [ombuds.office.ok@ubc.ca](mailto:ombuds.office.ok@ubc.ca) or call 250.807.9818

### ... use a preferred name at UBC?

Here are some examples of where your preferred name can be used at UBC:

- The name you are called by professors, classmates, and colleagues and the name that you put on class assignments.
- Your displayed name for online courses and discussion forums in Connect (**Note:** if you have added a preferred name to your UBC records, it should automatically be the displayed name on Connect).
- The name called aloud for you at graduation (**Note:** you can choose what name will be called aloud for you when you fill out your graduation application online).

Examples of official documents where your legal name is currently required:

- Graduation program
- Official letters
- Payroll and taxation forms
- Transcript

## WHAT ARE WAYS TO...

### ... ask my professor to call me by my preferred name or pronouns?

Feel free to use this sample email:

Dear Professor \_\_\_\_\_,  
I am a student in your (class name). Though my name will probably show up on your roster as (legal name), I prefer to go by (chosen name) and (sample preferred pronouns) pronouns. I will be putting (chosen name) on my assignments and would like to request that you call me by this name in class. If you need any further information from me, you can contact me at (email address). Thank you for your understanding, (sign with chosen name)

Some other possible lines:

- "I am getting in touch with you to let you know that I identify as (identity description)."
- "I prefer for no one else in the class to know my legal name and/or legal gender marker and ask that you help me keep this information private by not publicly sharing the class roll with my legal name/gender marker on it."
- "This will also be the name displayed for me on Connect..."

**Note:** you are not obligated to explain why you use a preferred name or pronouns.