**Teacher - Affirm name/pronouns**

This letter is designed to be handed to the administration office of your school or institution, or directly to your teacher.

## Existing student

Hi,

I have previously attended your class, and wanted to let you know some new information.

This letter is to let you know that I am (transgender / gender diverse / other) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, (*optional*) and the name I use and the name you have previously called me are different.

I now use the name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_. My pronouns are \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.

If you have any questions, please discreetly let me know, but I’d prefer not talk about my gender identity out in the open, or with the class.

Thank you,

(Your name) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

For more information, you can visit transhub.org.au/allies/educators

**Teacher - Affirm name/pronouns**

This letter is designed to be handed to the administration office of your school or institution, or directly to your teacher.

## New student

Hi,

I am excited to attend your class, and before I do wanted to let you know some information about me.

This letter is to let you know that I am (transgender / gender diverse / other) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.

I use the name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_. My pronouns are \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.

If you have any questions, please discreetly let me know, but I’d prefer not talk about my gender identity out in the open, or with the class.

Thank you,

(Your name) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

For more information, you can visit transhub.org.au/allies/educators