

## How to Change Your Name on Facebook:

1

### **Open your account settings.**

Log in to Facebook and click the Gear icon in the top-right corner of the page. Select “ Account Settings” .

2

### **Click on your name to open the name editor.**

You can enter a First, Middle, and Last name, as well as an Alternate name (such as a nickname or maiden name).

3

### **Enter your real name.**

Facebook does not allow you to impersonate someone else, or create a page for a fictional character. Accounts found in violation of this will be forced to change the name.

4

### **Enter your password.**

To change your name, you will need to enter your password into the box before you are allowed to save your changes.

5

### **Click Save Changes.**

Your new name will be saved, and the change will reflect on your Profile shortly. It can take up to 24 hours for a name change to be approved.