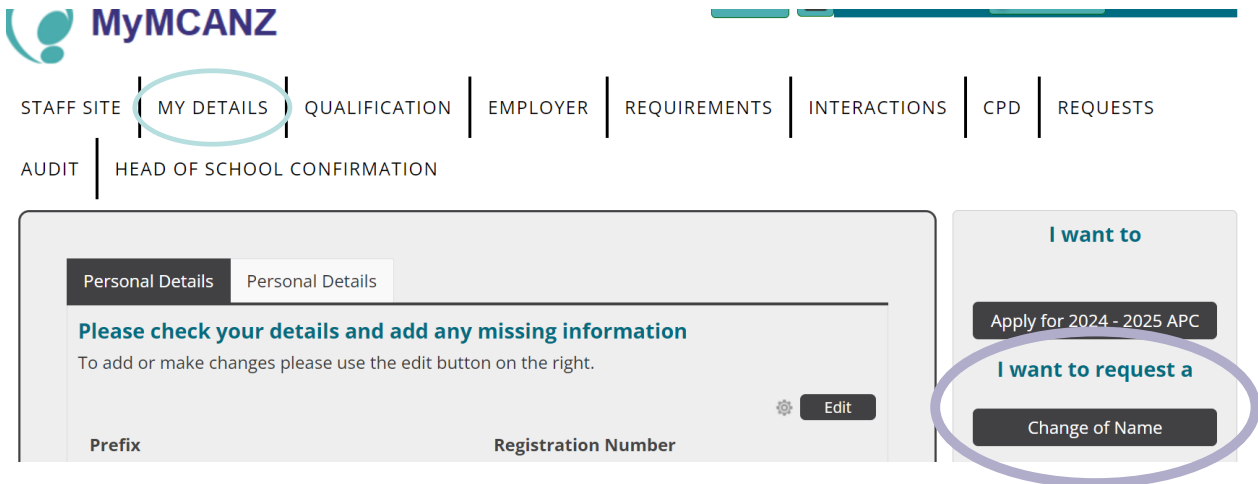
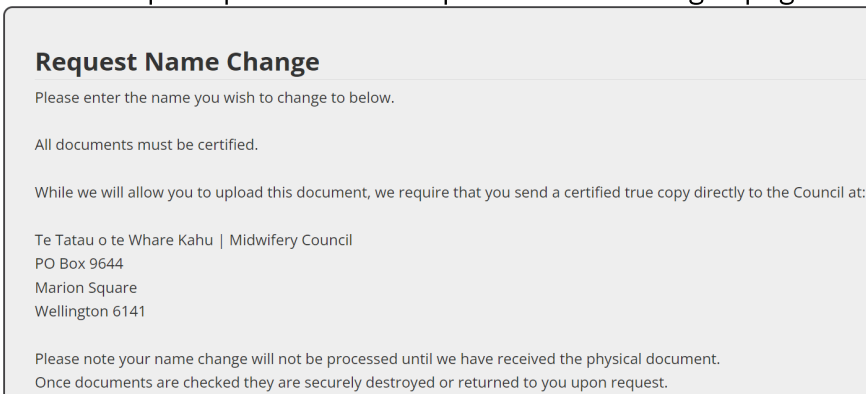


- Sign into MyMCANZ
- Click on “My Details” underneath the MyMCANZ logo at the top left of the webpage



The screenshot shows the MyMCANZ user interface. At the top left is the MyMCANZ logo. Below it is a navigation menu with items: STAFF SITE, MY DETAILS (circled in blue), QUALIFICATION, EMPLOYER, REQUIREMENTS, INTERACTIONS, CPD, REQUESTS, AUDIT, and HEAD OF SCHOOL CONFIRMATION. The main content area shows a 'Personal Details' section with a message: 'Please check your details and add any missing information. To add or make changes please use the edit button on the right.' There is an 'Edit' button. On the right side, there is a sidebar with the heading 'I want to' and three buttons: 'Apply for 2024 - 2025 APC', 'I want to request a' (circled in purple), and 'Change of Name'.

- On the right side of the “My Details” page, select the dark grey box “Change of Name” under “I want to request a”
- Follow the prompts on the “Request Name Change” page



Request Name Change

Please enter the name you wish to change to below.

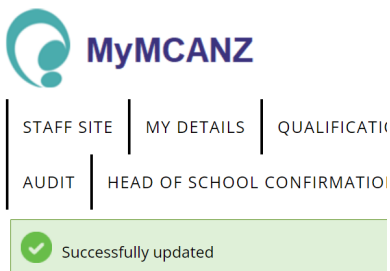
All documents must be certified.

While we will allow you to upload this document, we require that you send a certified true copy directly to the Council at:

Te Tatau o te Whare Kahu | Midwifery Council
PO Box 9644
Marion Square
Wellington 6141

Please note your name change will not be processed until we have received the physical document.
Once documents are checked they are securely destroyed or returned to you upon request.

- Once you have clicked “Save you should see the below confirmation that your application has been submitted successfully



The screenshot shows the MyMCANZ navigation menu with the same items as the previous screenshot. Below the menu is a green confirmation message: 'Successfully updated'.

- Send in the physical copy of your certified true document copies that you upload and then your application will be processed and completed.