

How to use I-CAN! to Create Name Change Forms



Follow these steps

- Be sure to print or save the PDF file with your password so you can re-enter if there are any disruptions.
1. Select your language preference, video preference and then select the Module you want to complete.
 2. The next screen will give you a description of the module. Click "Next" and then choose "Create a username and password".
 3. At the end of the tutorial and disclaimer, enter your first and last name and click "Next". I-CAN! will create a unique password for you. Be sure to print or save the PDF file with your password so you can re-enter if there are any disruptions.
 4. If you want to re-enter a module using a user you have created, select "Log in with my password" and then enter in your password. You will be taken back to the module with your responses already filled in.

What does I-CAN! do?

I-CAN! will fill out the forms for you by asking you simple questions and putting your answers on the court forms in the correct place. I-CAN! will print all of the forms that are necessary for your individual situation. I-CAN! will also print instructions to tell you what to do with your forms, and how the court process works.

Who can use the Name Change module?

CA Name Change

Users

- Adult changing own name
- Parent(s) changing the name of a minor child (or children who have the same parents)
- Legal guardian changing the name of a minor child (or children who have the same parents)

If you are an adult, I-CAN! can help you change your own name and/or the name of a minor child or children. If you want to change the name of a minor child or children, you must be the parent(s) or legal guardian of the child or children. In order to change two or more children's names with the same password, they all must have the same parents.

If you do not know the location of the parent(s) or other parent, I-CAN! can help you apply for Service by Publication.

How to go through the Name Change Module

Enter the following information

User Scenario 1: Mother of two children wants to change her and their last names

1. Your name is "My Name", your address is "123 My Street, My City, CA 00000". You are at least 18 years old
2. You want to change your name to "My Newname". You were born 10/10/1980 in "My City, CA".
3. You want to change your name because you remarried. You are not under the jurisdiction of the California Department of Corrections and you are not required to register as a sex offender.
4. Your first child is "First Name" born 10/10/2000 in "Child City, CA". He lives at your address. You want to change his name to "First Newname"
5. Your second child is "Second Name" born 10/10/2001 in "Child City, CA". She lives at your address. You want to change her name to "Second Newname"
6. You want to change their names because you remarried
7. You are not filing the name change with the other parent
8. You know the other parent's address. His name is "Other Parent" and his address is "321 Other Parent Street, City, CA 11111". He is still living.
9. You want to publish the name change in the Orange County Register
10. You live in Orange County

Variations to try: Try selecting that you are filing with the other parent or that you do not know the other parent's address. Or, try the simple case where you change only your own name.

User Scenario 2: Guardian of one child wants to change the child's name. The parents have passed away.

1. Your name is "My Name", your phone number is 999-999-9999, your fax number is 888-888-8888, your email address is "email@address.com", your address is "123 My Street, My City, CA 00000". You are at least 18 years old
2. The child is "First Nickname Last" born 10/10/2000 in "Child City, CA". He lives at your address. You want to change his name to "Nickname Last"
3. You want to change his name because he always goes by his middle name.
4. He is likely to remain under your care until he reaches age 18 because you are his closest relative. His parents have passed away. The name change is in his best interest because his parents promised to change it, but they passed away.
5. You were appointed guardian in Orange County in Probate court on 10/10/2006. Your case number was "Case Number"
6. Neither parent is living. The child's next closest relative is his uncle, "Close Relative", who lives at "111 Uncle Address, Uncle City, CA 11111".
7. Two grandparents are alive. Their names are "Grandfather One" and "Grandmother One" their address is "222 Grandparent Address, Grandparent City, CA 22222"
8. You want to publish the name change in the Orange County Register
9. You live in Orange County

Variations to try: Try selecting that at least one of the parents is alive and you need to serve them by publication.