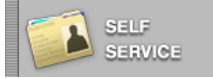
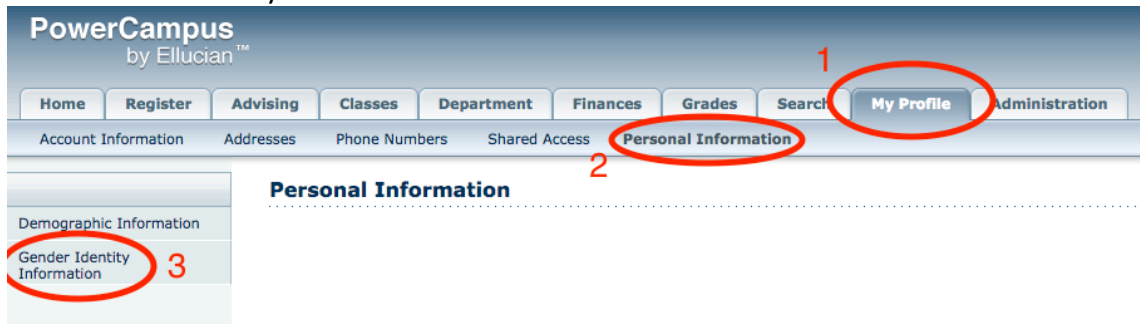


# Updating your Pronouns and Gender Identity in Self-Service

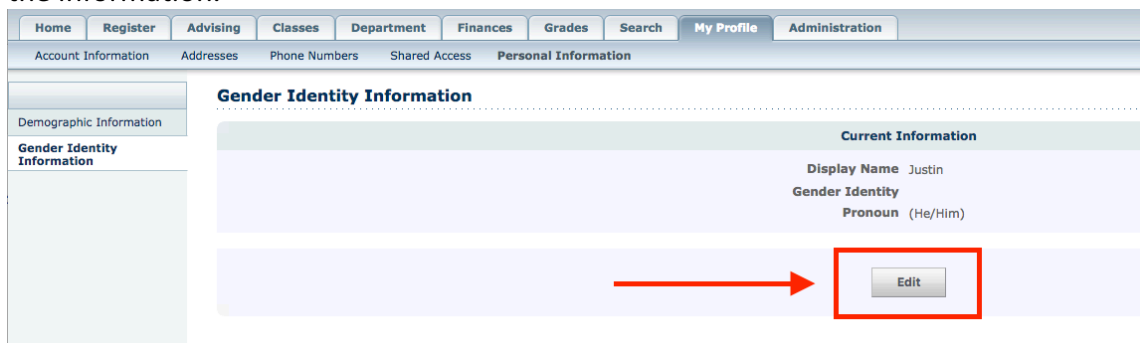
08/10/17

Start by going to [my.ringling.edu](http://my.ringling.edu) and click on Self-Service 

1. Click on My Profile.
2. Click Personal Information.
3. Click Gender Identity Information



4. You will now see your current information. By clicking Edit you have the option to edit the information.



5. Select your desired Gender Identity and Pronouns from the drop-down menus and click Save to finish. You do not have to select either, you can leave them both blank.

