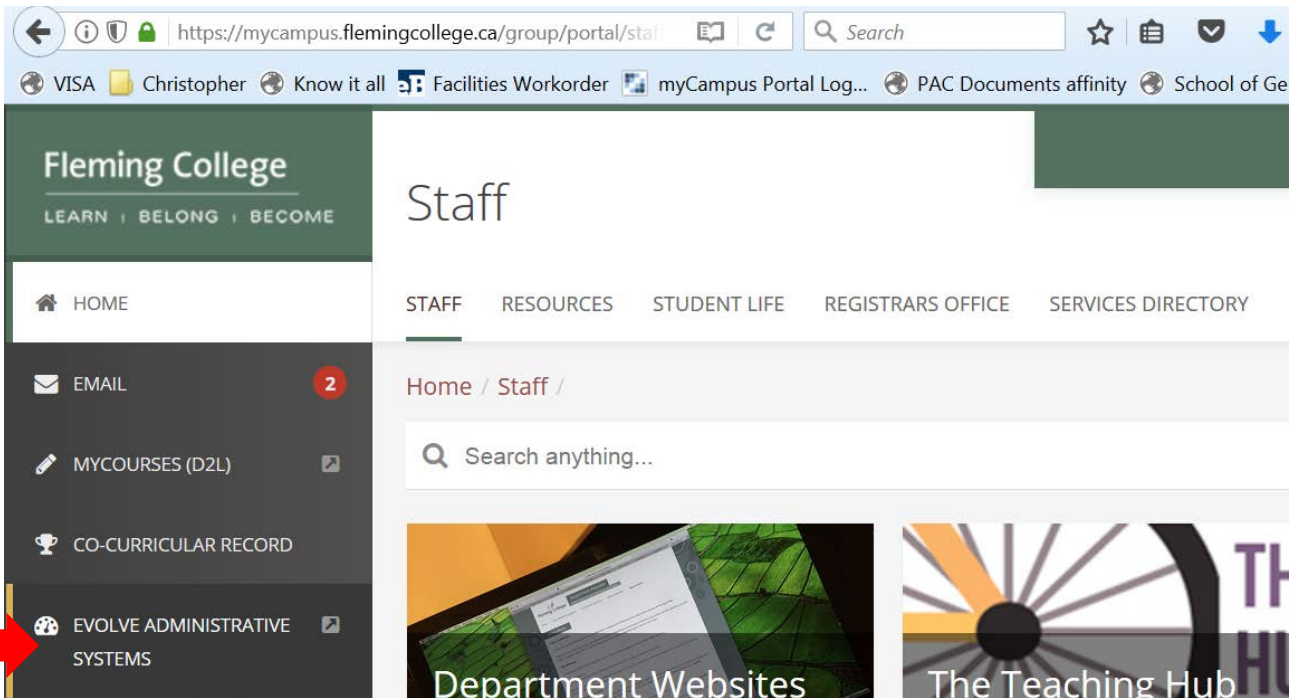
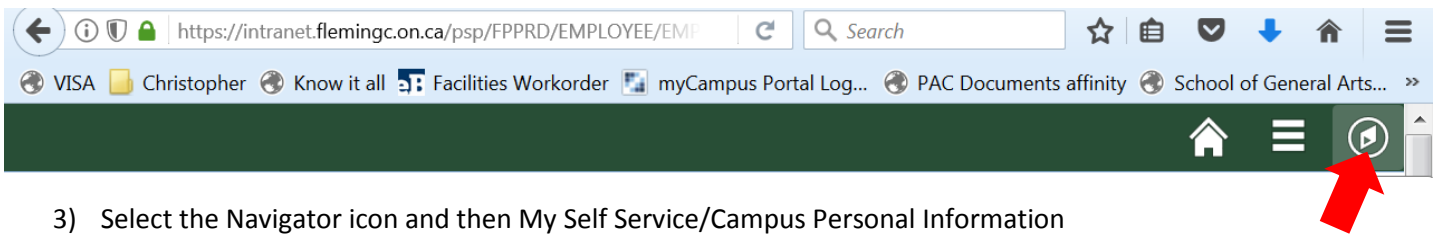


How to change my personal information on Evolve?

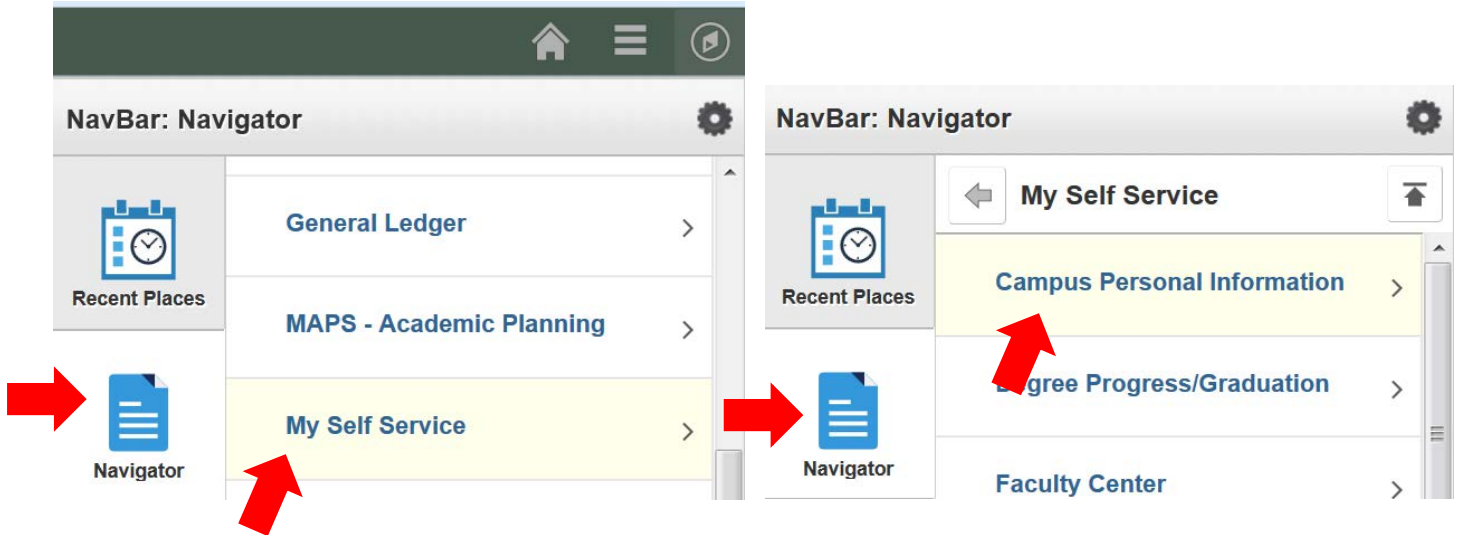
1) Log into the Portal and click on Evolve Administrative System



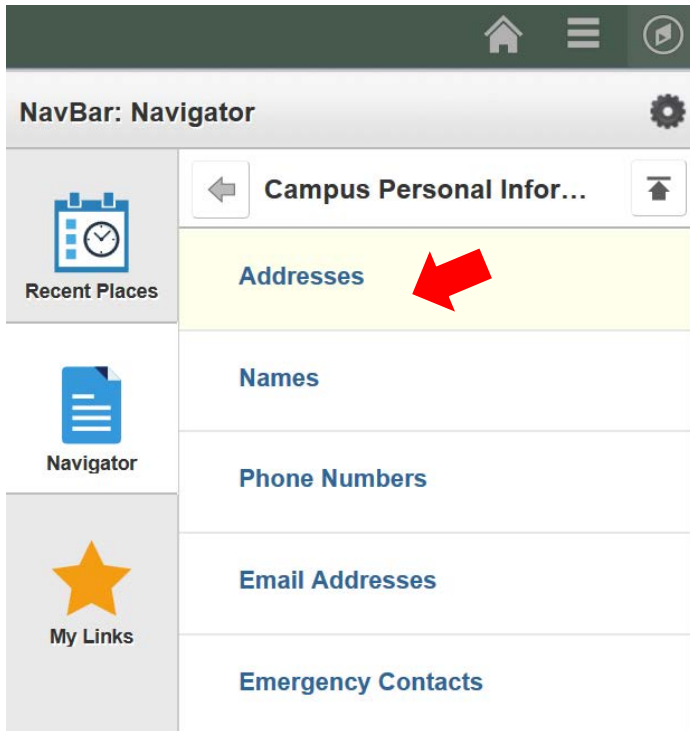
2) Select the NavBar on the far right of the green ribbon.



3) Select the Navigator icon and then My Self Service/Campus Personal Information



4) Select Addresses, Names, Phone Numbers, or other item you would like to change



5) Click on the “pencil”, change the information and click on OK.

