## **View Personal Information**

1. Click the **Student Center Fluid** tile



2. The system defaults you into the **Academics Course History** menu option.

Click the drop-down button to the right of the **Academics** button to close the menu.

Click the drop-down button to the right of the **Personal Information** button to open the menu.

Student Center Fluid		
Academics	^	
Course History		
View Grades		
View Unofficial Transcript		
View My Classes		
Class Search		
Shopping Cart		
Drop Classes		
Update Classes		
Swap Classes		
Browse Course Catalog		
My Planner		
Expected Graduation Term		
Advisors		
View Transfer Credit Report		
Finances	~	
Personal Information	~	
To Do List	~	
Admissions	~	



3. Click the **Personal Details** menu option.



4. Click the **right arrow on the Name** line.

St	Student Center Fluid			
_	Personal Biographic			
	Personal Details			
	Date of Birth 01/01/1991			
	Birthplace , Louisiana, United States			
	Gender Female			
	Social Security Number			
	∨ Names			
	Name Type			
	John Doe Primary			
	> Citizenship			

5. A pop-up window opens and displays the Student's ID in the upper left corner of the panel, Date of Birth, Social Security Number. Click the right arrow in the Name section.

Click the **Close** button.

	View Name	×
Туре	Primary	
Name Format	English	
Prefix		
First Name	John	
Middle Name		
Last Name	Doe	
Suffix		

6. Click the arrow to the right of **Citizenship**.

	Personal Biographic		
	Personal Details		
	Date of Birth	01/01/1991	
	Birthplace	Pineville, Louisiana, United States	
	Gender	Female	
	Social Security Number	*****1000	
	~ Names		
	Name	Туре	
	John Doe6088571	Primary >	
	> <mark>Citizenship</mark>		

7. The student's Country and Status display.

Click the **Biographic** tab.

	Personal Biographic			
	Personal Details			
		Date of Birth 01/01/1991		
		Birthplace , Louisiana, United States		
		Gender Female		
	Social	Security Number		
	~ Names			
	Name	Туре		
2	John Doe	Primary	>	
	∽ Citizenship			
	Country	Status		
	United States	Native		

8. Additional **Personal Details** display such as *Marital Status*, *Gender* and *Military Service*. *Visa/Permits* would also display on this tab if required.

Click the **right arrow at the end of the Marital Status** line.

Personal Bi	ographic			
Personal Details				
∨Visa/Permit				
Field		Value		
Marital Status		Married	>	
Gender		Female	>	
Military Status		No value defined	>	



9. A View Details pop-up window displays showing *Marital Status* and *Marital Date*.

Click the **Close** button.

	View Details	×
Marital Status	Married	
Status Date	05/01/2023	

10. **Gender** and **Military Status** line arrows can be selected to view information for each line.

This completes View Personal Information.