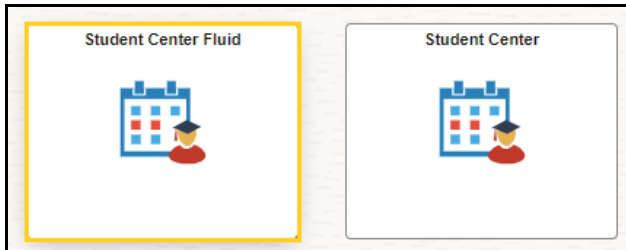


View Personal Information

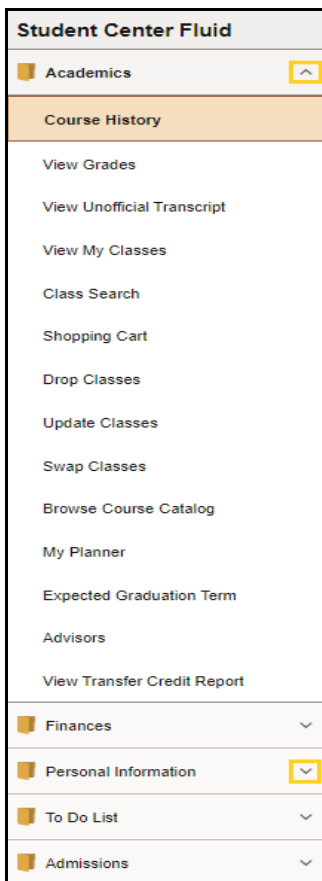
1. Click the **Student Center Fluid** tile



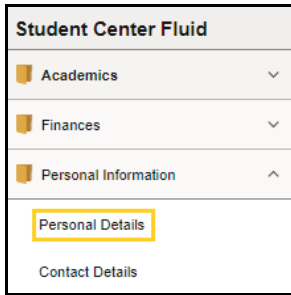
2. The system defaults you into the **Academics Course History** menu option.

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

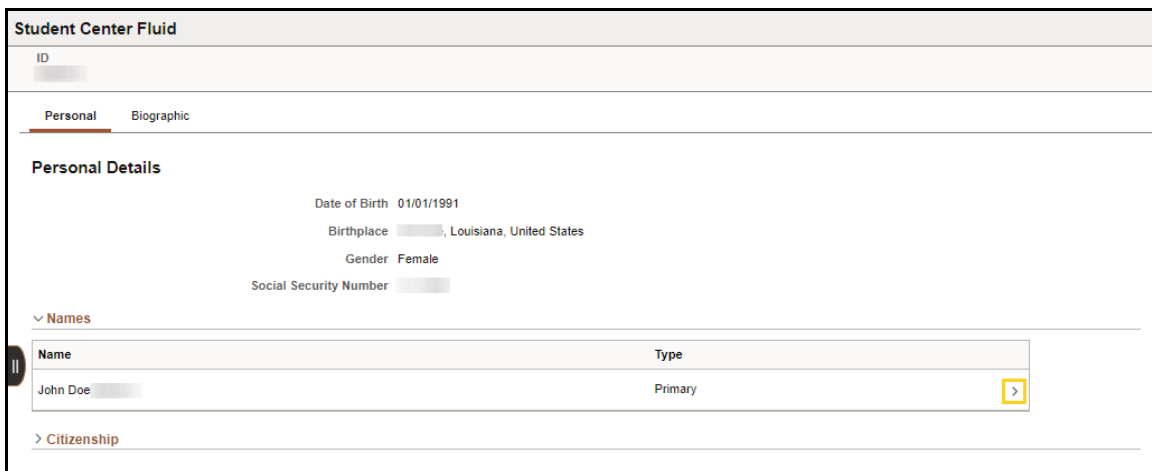
Click the drop-down button to the right of the **Personal Information** button to open the menu.



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

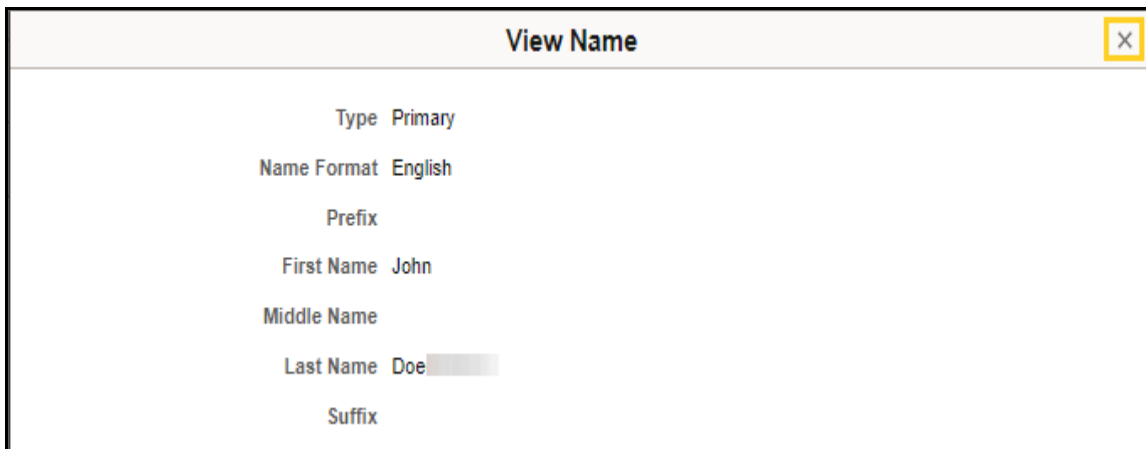


4. Click the **right arrow on the Name** line.



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.



- 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 | Type |
|-----------------|---------|
| John Doe6088571 | Primary |

Citizenship

- The student's Country and Status display.

Click the **Biographic** tab.

Personal Biographic

Personal Details

Date of Birth 01/01/1991
 Birthplace [redacted], Louisiana, United States
 Gender Female
 Social Security Number [redacted]

Names

| Name | Type |
|---------------------|---------|
| John Doe [redacted] | Primary |

Citizenship

| Country | Status |
|---------------|--------|
| United States | Native |

- 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 Biographic

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.



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

This completes *View Personal Information*.