How Do I update my UNM contact information?

Use the Demographic Self Service (DSS) link from the http://my.unm.edu Home page.

* Log in to the UNM portal (http://my.unm.edu/) using your UNM NetID and password.

* Scroll down to the Demographic Self Service channel (on the left and down), then click (DSS) link.

* You will need to log again, using your netid and password (not pictured).

* Click on the 'Demographic Information' tab/link to view your personal information.
How Do I Put a Photo in my WebCT Profile?

1. You will see a 'Mailing Address' box containing fields with your mailing information. Update the information by directly typing in the fields where the current information is located.

2. Submit the changes by clicking the 'Update' button directly above the address information.

3. A screen will appear that says "Data Update Successful".

4. Click the Log Out link, on the top left part of the screen.

5. To verify that the updates have been made: Go back to the Demographic Information by clicking the 'Main' tab at the top of your screen. Click on the 'Demographic Information' link to view your updated record.

6. You will receive a confirmation email stating the time and date that an update was made to your DSS account.

For help and/or questions contact ITS: 277-4848

Note: Students are not able to change their Curriculum, College or Academic Program listings. To change information regarding your College of study, contact the Admissions Office at 277-2447. To change your Academic Program (curriculum), contact the College Administrative Offices for the new program.

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