How to self-identify in MyUW

This document provides step-by-step instructions for how to update your race, ethnicity, disability status, and veteran status in the MyUW self-service portal. If you want to update your sex information, please contact your local human resources office.

Step 1: Log in to Personal Information in MyUW

- You can also reach this page from the main login page of MyUW. Launch the “Personal Information” application and then click “Update My Personal Information.”

Step 2: Review the personal information in the “Ethnic Groups,” “Veteran Status,” and “Disability” tabs on your “Personal Details” page (see picture on the right).

- You can update your race/ethnicity, veteran status, and disability status, respectively, in those three tabs if your record is incomplete or incorrect.
- You must click the “Submit” or “Save” button at the bottom of the page if you want to make changes to your status.

Self-identification is voluntary. You will not be subject to any adverse impact if or how you choose to report your demographic information. The information obtained will be kept confidential.

Tips for self-identification

- In the “Ethnic Groups” tab, you can select more than one race category.
- Identifying yourself as an individual with disabilities does not automatically start a disability accommodation request. Nor is self-identifying as an individual with disabilities a prerequisite for disability accommodation. To make a disability accommodation request, contact your divisional disability representative (DDR).
- For more information, visit go.wisc.edu/self-id.