UC San Diego

Health Sciences

Office of Faculty Affairs

Quick Reference to Updating your Personal Information in UCPath

UCPath unifies and standardizes payroll, benefits, and human resources across all 10 UC campus for all 200,000 UC employees.

UCPath went live on July 1, 2020 at UC San Diego, and only the individual may update their personal information in UCPath.

Take <5 mins to ensure that all your information is up-to-date and accurate in the new UCPath portal, especially your "Gender Identity."

The Health Sciences Office of Faculty Affairs collects and analyzes faculty demographics each year and accurate records are essential to providing YOU the resources you need as we present this information to UC San Diego leadership and national agencies.

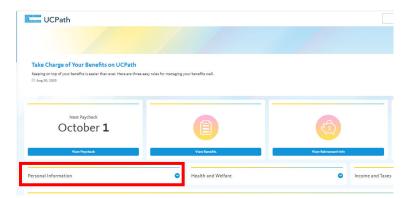
Where to start?

Use this quick reference to help you navigate through the portal to check your "Gender Identity."

STEP 1 | Navigate to <u>ucpath.ucsd.edu</u>

STEP 2 | Log in using your AD credentials

STEP 3 | Click on Personal Information



STEP 4 | Click on Gender Identity and Sexual Orientation

Personal Information	
Personal Information Summary	
Employee Disclosures	
Patent Acknowledgement	
Veteran Status	
Disability Status	
Gender Identity and Sexual Orientation	
My Current Profile	

STEP 5 | Verify or change your selection(s)

GENDER IDENTITY AND SEXUAL ORIENTATION - SELF IDENTIFICATION SURVEY

1. What is your current gender identity? (Please select only one)
Male
Female
Trans Male/Trans Man
Trans Female/Trans Woman
Nonbinary
Different Identity
Oecline to State
Decline to State 2. Do you consider yourself to be: (Please select only one)
Do you consider yourself to be: (Please select only one)
Do you consider yourself to be: (Please select only one) Heterosexual or Straight
Do you consider yourself to be: (Please select only one) Heterosexual or Straight Gay or Lesbian

STEP 6 | Save selection(s)

VERIFICATION COMPLETE!

Want to update your other personal information, such as Veteran or Disability Status? Refer back to the Personal Information menu on the left-hand side of the webpage to make your changes to each category.

If you want to update your Ethnic Groups information, click on Personal Information Summary under the Personal Information menu, and change your information under Ethnic Groups.