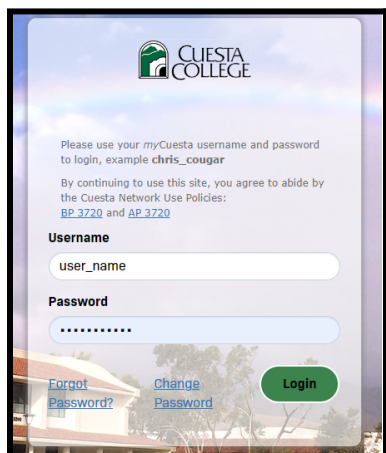


## Cuesta College - Updating Your Student Profile Information

### Get Started

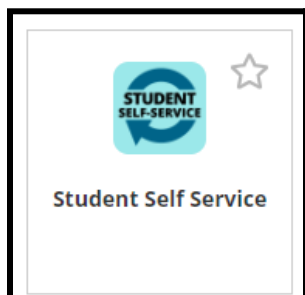
1. Login to myCuesta using your username and password.

Forgot username? - email [support@my.cuesta.edu](mailto:support@my.cuesta.edu). Forgot Password? [Change your password](#)

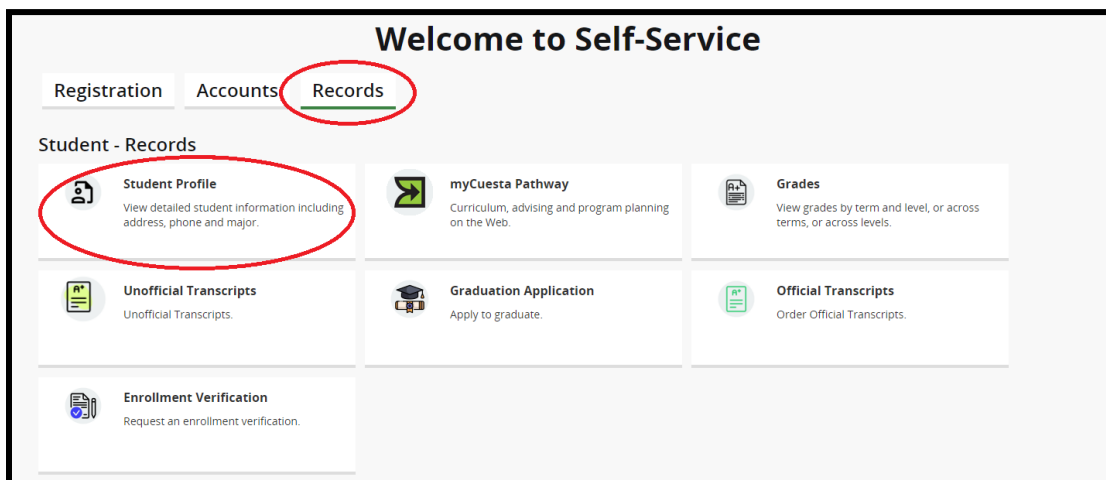


The image shows the myCuesta login page. At the top is the Cuesta College logo. Below it, a message asks the user to use their myCuesta username and password to login, with an example of 'chris\_cougar'. It also states that by continuing, the user agrees to abide by the Cuesta Network Use Policies, with links to BP 3720 and AP 3720. There are two input fields: 'Username' with the placeholder 'user\_name' and 'Password' with a masked password '.....'. At the bottom, there are links for 'Forgot Password?' and 'Change Password', and a green 'Login' button.

2. Locate and select **Student Self Service** from the list of icons under "Pick a Service" in myCuesta

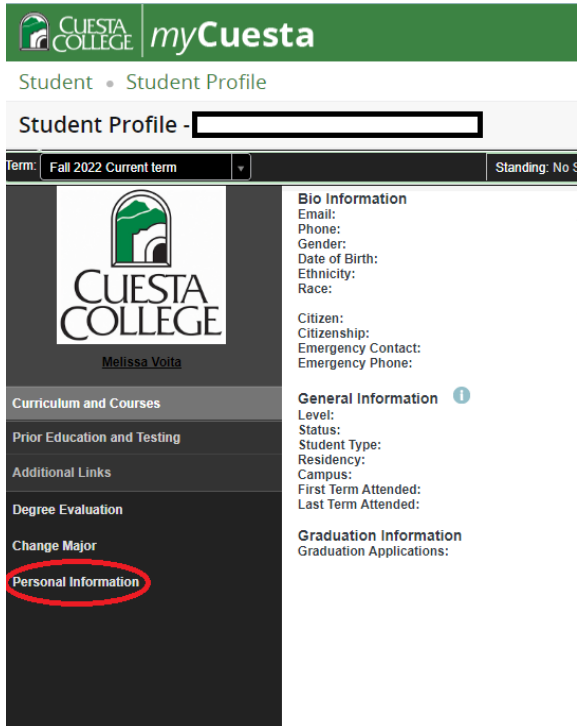


3. Once in **Student Self Service**, locate and select the **Records** tab, then locate and find the **Student Profile** feature.



- Once in the **Student Profile**, select **Personal Information** to view and make changes to the following information: preferred name, personal pronoun, personal email, phone number, emergency contact information, mailing / local address changes, or other additional details.

*Please Note: Any official (legal) name changes cannot be updated in the **Student Profile**. To make a change to your legal name, please find the [instructions for Change of Name on our website](#) or contact Enrollment Services for further assistance.*



The screenshot shows the myCuesta Student Profile interface. At the top, there is a green header with the Cuesta College logo and 'myCuesta'. Below this, the page title is 'Student Profile' followed by a search bar. A navigation bar shows 'Term: Fall 2022 Current term' and 'Standing: No S'. The main content area is divided into two columns. The left column contains a navigation menu with the following items: 'Curriculum and Courses', 'Prior Education and Testing', 'Additional Links', 'Degree Evaluation', 'Change Major', and 'Personal Information'. The 'Personal Information' item is circled in red. The right column displays the 'Bio Information' section, which includes fields for Email, Phone, Gender, Date of Birth, Ethnicity, Race, Citizen, Citizenship, Emergency Contact, and Emergency Phone. Below this is the 'General Information' section with fields for Level, Status, Student Type, Residency, Campus, First Term Attended, and Last Term Attended. At the bottom of the right column is the 'Graduation Information' section with a field for Graduation Applications.

*Additional Note: The **Student Profile** is the same path you would follow to [Change Your Major](#), simply locate the tab in your profile (above the Personal Information tab) to make the change.*

## Questions?

Contact: *Enrollment Services*

Phone: (805) 546-3140  
email: [admit@cuesta.edu](mailto:admit@cuesta.edu)