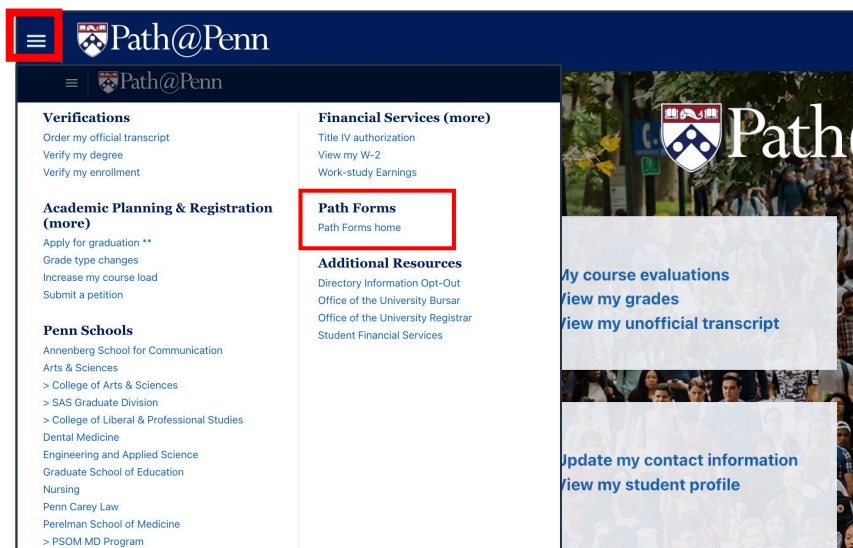# How to Update Critical Personal Information

pennant

Submit Your Critical Data Updates in 3 Easy Steps!

Critical personal information is considered sensitive and must be documented and verified by the Office of the University Registrar (OUR). Critical Information includes:

- Legal Name
- Social Security Number
- Date of Birth
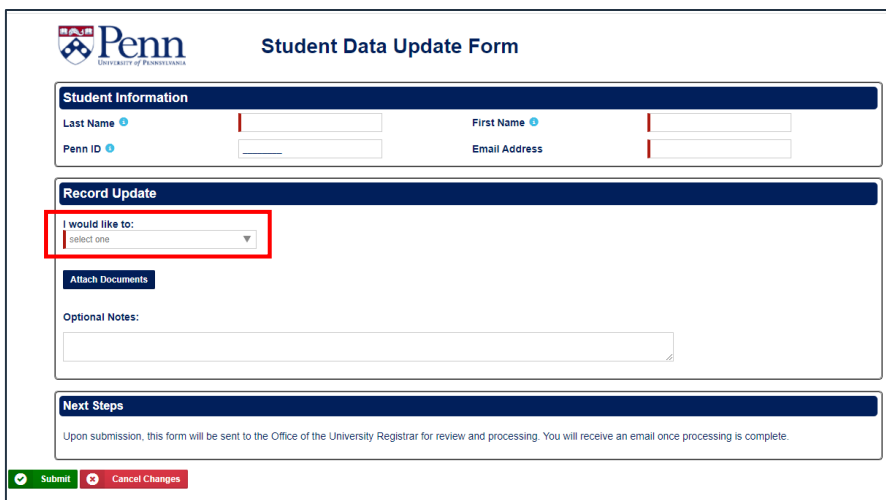- Diploma Name
- Marital Status
- Citizenship Status

1

Access **Path Forms** using the menu on *Path@Penn* or use this link to access the Student Data Update Form.

2

Enter Student Information then select the type of critical information to be updated from the **I would like to:** box.
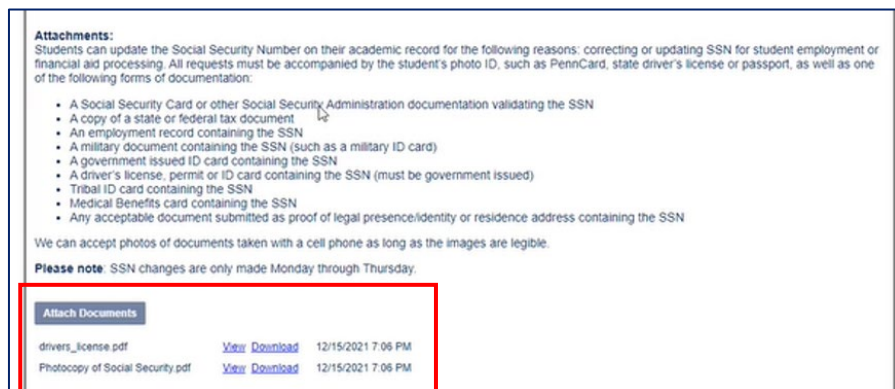
Select *updated status* or *reason for change* if requested.

3

A list of required verification documentation displays based on the selection.

Click the **Attach Documents** button to upload the request documentation.

When finished, click **Submit**.

Once submitted, the request and attached documentation is sent to the OUR for verification and processing.