

PeopleSoft V9.1



Viewing and Updating Marital Status

From the PAWS Employee Portal (<https://paws.augusta.edu>), select the SoftServ Icon from the Quick Access Bar.

I Would Like To:
Select

I Would Like To Use:
Select

People Finder

First Name Last Name

Search

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Upcoming Events

- Sep 12 Register for Junior Model U.N.
- Nov 30 Childbirth Education
- Dec 05 IRB Office - Compliance Lunch-n-Learn Series – Study Documentation Process
- Dec 07 Children's Play - "Christmas, the Measles, and Me"
- Dec 09 Exams- Session 1

ITS Alerts

A1C is currently unavailable in the Core Lab due to an instrumentation problem. All specimens received for A1C analysis will be held in the Core Lab and analyzed as soon as new instrumentation is brought online. An alternate methodology is being implemented for this test. No additional lab tests are affected by this problem. The Clinical Pathology lab thanks you for your patience.

Dr. Gurmukh Singh
Chief of Clinical Pathology

What's New

View More

- Women's Health Magazine: 3 Women get real about gut struggles
- Why learning by doing matters more, longer
- Deck the halls with care and keep eyes on young children
- Attention: Student Health Services closure (Dec. 15-30)
- Scientists learn more about how motors maneuver our cells' roadways
- Augusta University's accreditation reaffirmed

View All

Concierge Service

706-721-9522

New Policies



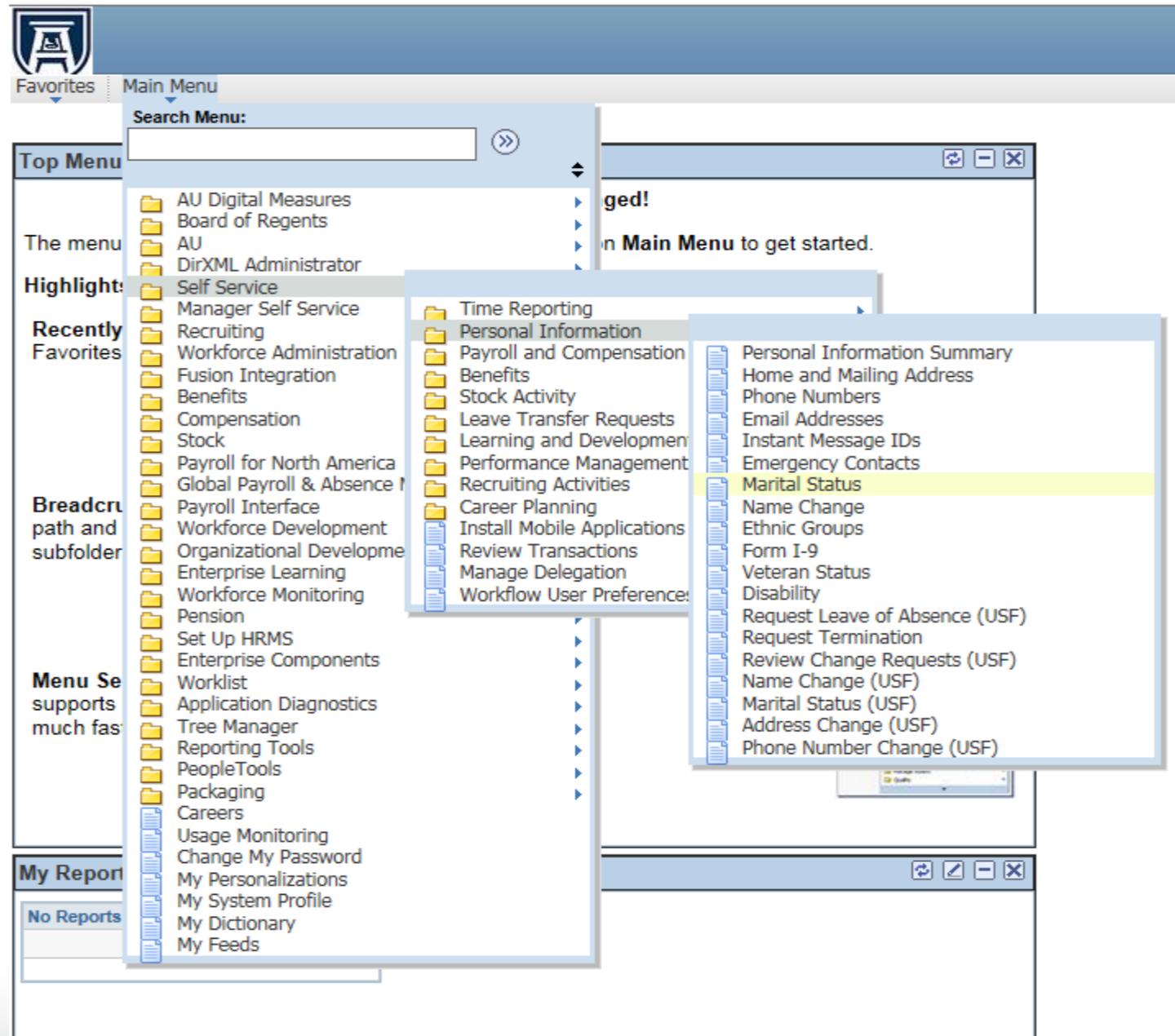
Log in using your AU NetID and Password. This will be the same ID and Password that you use to log into Outlook.

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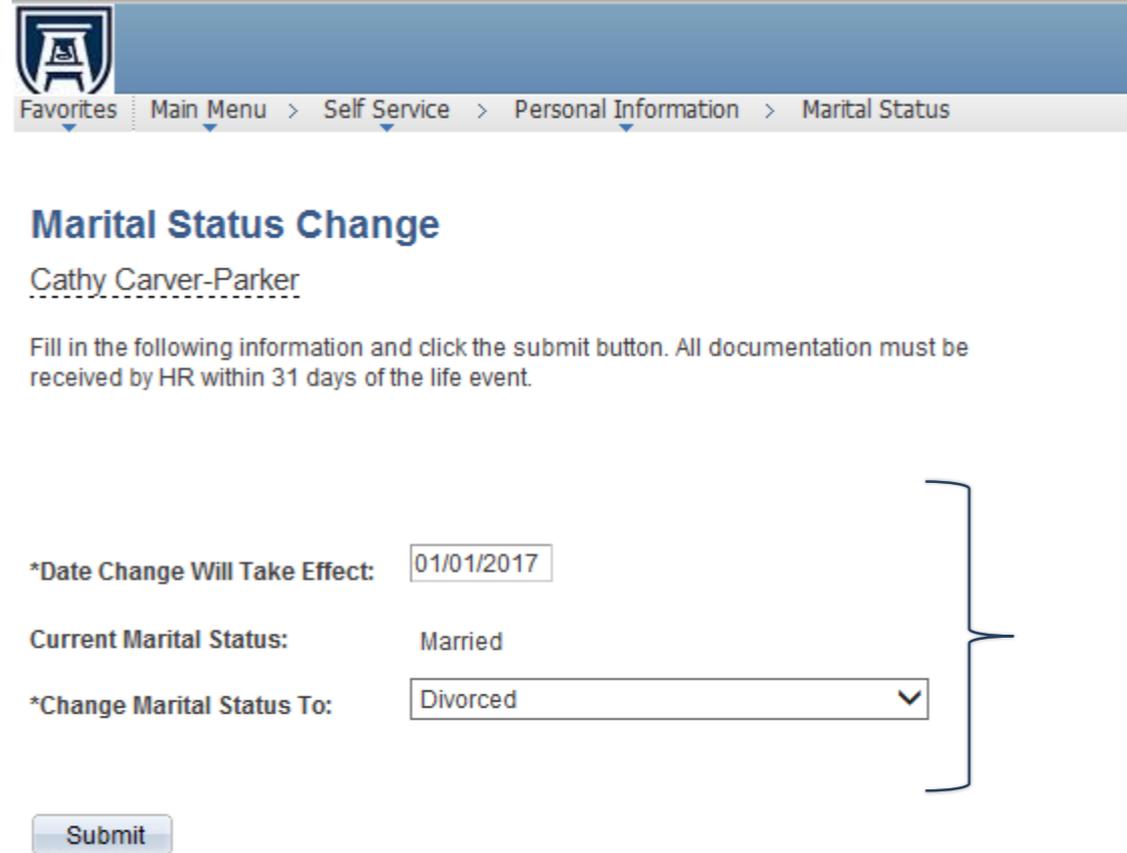
<p>User ID: <input type="text"/></p> <p>Password: <input type="password"/></p> <p>Sign In</p>	<p>Select a Language:</p> <table><tr><td>English</td><td>Español</td></tr><tr><td>Dansk</td><td>Deutsch</td></tr><tr><td>Français</td><td>Français du Canada</td></tr><tr><td>Italiano</td><td>Magyar</td></tr><tr><td>Nederlands</td><td>Norsk</td></tr><tr><td>Polski</td><td>Português</td></tr><tr><td>Suomi</td><td>Svenska</td></tr><tr><td>Čeština</td><td>日本語</td></tr><tr><td>한국어</td><td>Русский</td></tr><tr><td>ไทย</td><td>简体中文</td></tr><tr><td>繁體中文</td><td>العربية</td></tr><tr><td>UK English</td><td></td></tr></table>	English	Español	Dansk	Deutsch	Français	Français du Canada	Italiano	Magyar	Nederlands	Norsk	Polski	Português	Suomi	Svenska	Čeština	日本語	한국어	Русский	ไทย	简体中文	繁體中文	العربية	UK English	
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UK English																									

You have successfully accessed SoftServ. Navigate to Personal Information so that you may update your marital status. Please Note: Additional information will need to be submitted to HR Benefits/Data Management prior to the approval of the change request (ie. marriage license, updated social security card). This change has to be requested within 30 days of the date of marital change.

Main Menu > Self Service > Personal Information > Marital Status



Enter "Date Change Will Take Effect" and select "Change Marital Status To". "Submit" your request.



The screenshot shows a web interface for changing marital status. At the top left is the Augusta University logo. A navigation breadcrumb trail reads: Favorites > Main Menu > Self Service > Personal Information > Marital Status. The main heading is "Marital Status Change" followed by the user's name "Cathy Carver-Parker". Below this is a note: "Fill in the following information and click the submit button. All documentation must be received by HR within 31 days of the life event." The form contains three fields: "*Date Change Will Take Effect:" with a text input containing "01/01/2017"; "Current Marital Status:" with a dropdown menu showing "Married"; and "*Change Marital Status To:" with a dropdown menu showing "Divorced". A blue "Submit" button is located below the form. A large right-facing curly bracket groups the three input fields.

Marital Status Change
Cathy Carver-Parker

Fill in the following information and click the submit button. All documentation must be received by HR within 31 days of the life event.

*Date Change Will Take Effect:

Current Marital Status:

*Change Marital Status To:

You have successfully submitted a marital change for Human Resources approval.



Favorites Main Menu > Self Service > Personal Information > Marital Status

Request Marital Status Change Submit Confirmation



The Submit was successful.

OK