



APRIL 2016

## **CHANGE OF ADDRESS**

### **1. Completion Instructions for the Graduate Medical Education (GME) Office**

Notify your Program Coordinator with updated address information.

### **2. Completion Instructions for Human Resources**

Please access "myHR" link on UMKC's website <https://myhr.umsystem.edu> and update your home address personally. You must know your SSO/e-mail user ID and password. In most cases, your e-mail user ID is your last name followed by your first initial. If you need additional assistance, please contact UMKC's Information Technology department at 816-235-2000.