# CHAPMAN UNIVERSITY

## UPDATING GENDER AND PRONOUNS – REFERENCE GUIDE

Studentcenter.chapman.edu

Students can define their gender and pronouns under their StudentCenter settings. This information will be reflected on the student's profile in PeopleSoft and Canvas for staff and faculty.
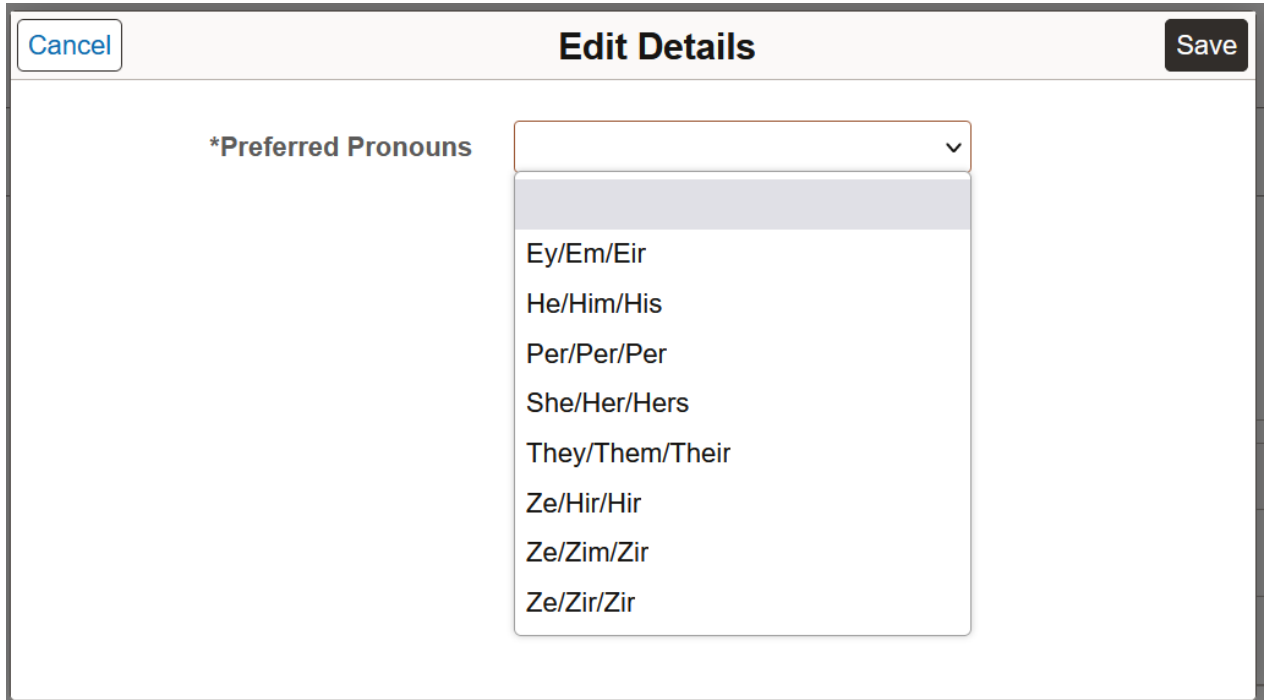
1. Access the StudentCenter using the https://studentcenter.chapman.edu/ link, and log in using your Chapman User ID and Password.
2. Select the "Profile" tile.
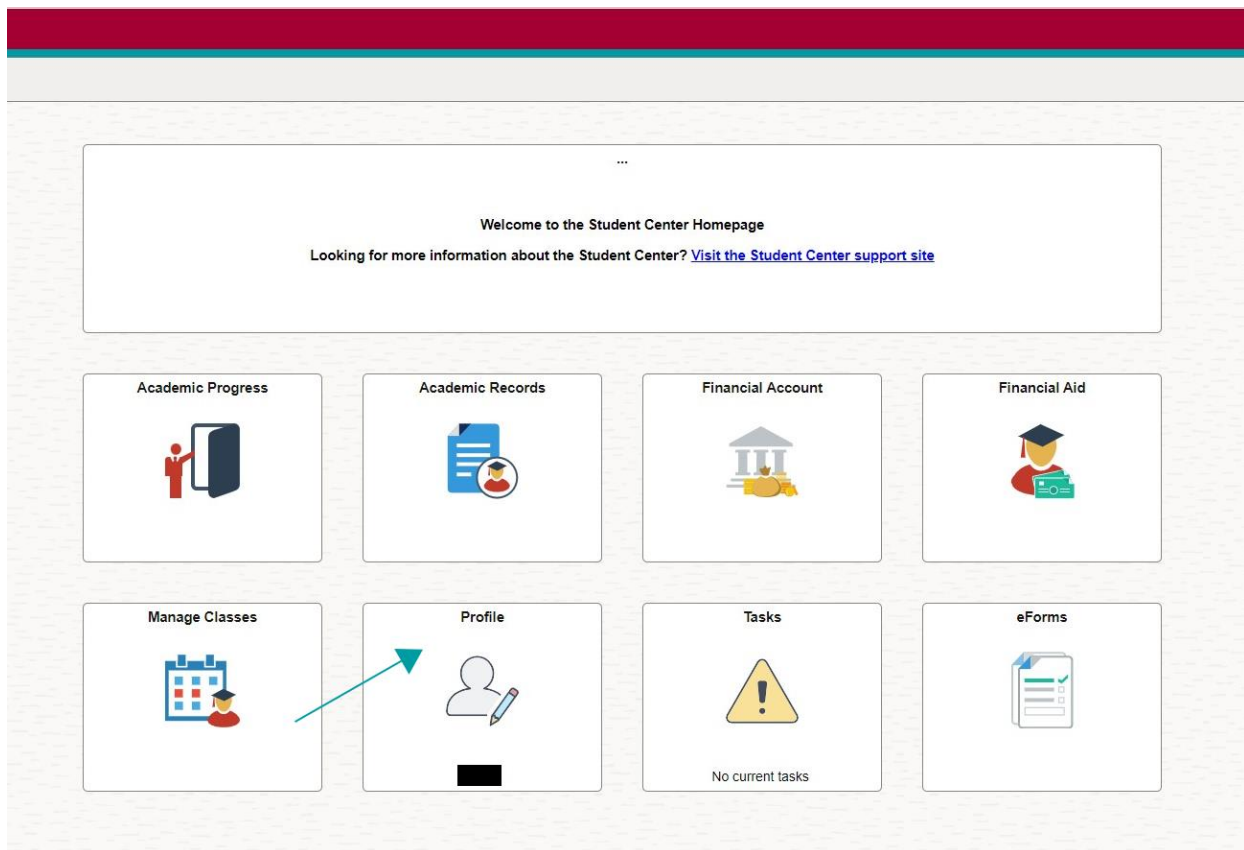
3. Navigate to the "Personal Details" and "Biographic" tabs.
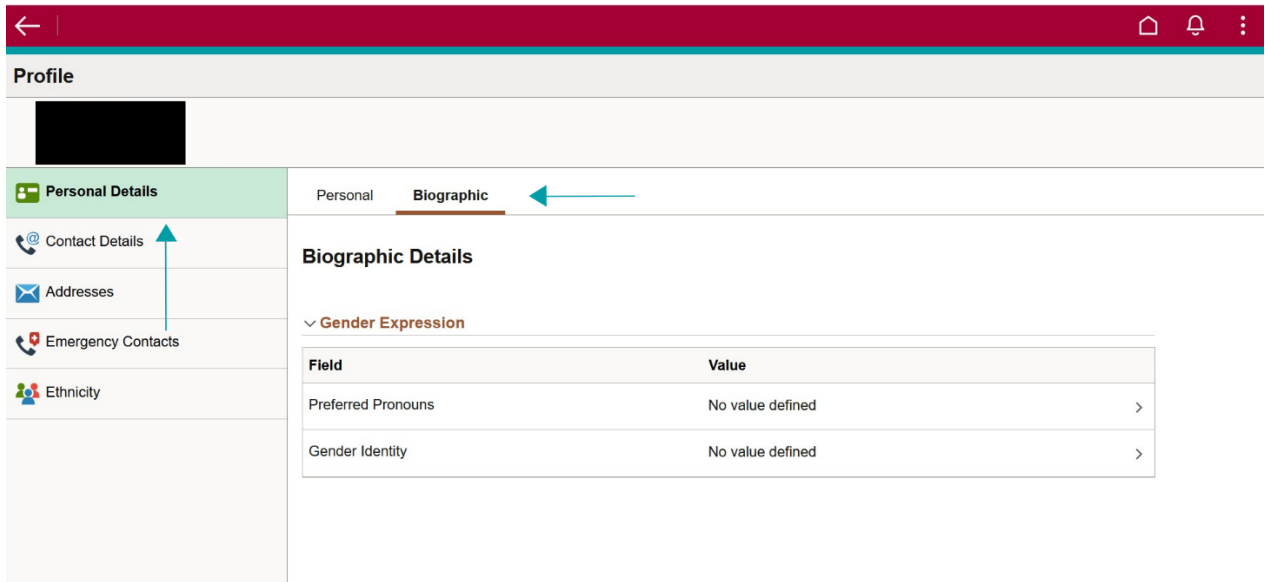
4. Click on the "Preferred Pronouns" or "Gender Identity" fields and a pop-up will open. Select a value from the drop-down menu and click Save.

Cancel	**Edit Details**	Save

*Gender Identity

⌄

Man
Nonbinary
Transgender Man/Trans Man
Transgender Woman/Trans Woman
Woman