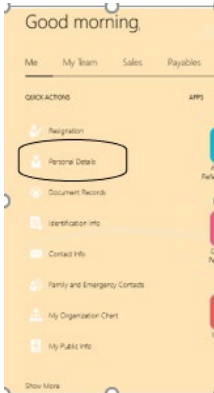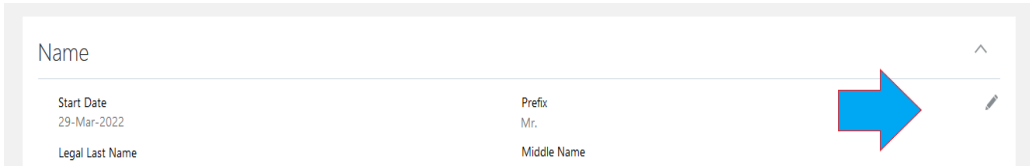# Personal Information Change - Marital Status

The process enables you to change your marital status in Oracle.

Audience: All

Walkthroughs:
- 1.0 Navigation Path
- 2.0 Change Your Marital Status

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Process Step & Description	Action
1.0 Navigation Path	**Getting Started** ➢ **Navigation Path** From the Home screen, Me tab, under Quick Actions on the left, choose Personal Details. ➢ Show More
2.0 Change Your Marital Status	**Change Your Marital Status** To update your marital status, • Click the "Pencil" icon.

The fields are now editable.

- Click on the "Marital Status" field to see options in the drop-down menu.

Marital Status

Single	⌄

Select a value

Civil Union (Middlebury only)

Divorced

Legally separated

Married

Domestic Partnership (Middlebury only)

Single

Widowed

Common-Law

Registered domestic partner

- Enter the date the marital status changed.

*When does this marital status change start?

dd-mmm-yyyy	🗓

Enter 28-Sep-2015 if you're correcting a mistake in this marital status.

- Note: If your marital status did not change but your are correcting the information, enter 28-Sep-2015 for change date. *The system will not accept an earlier date.*

- Click "Submit"

Submit   Cancel

- Done

Note: A Human Resources Specialist will approve your change.