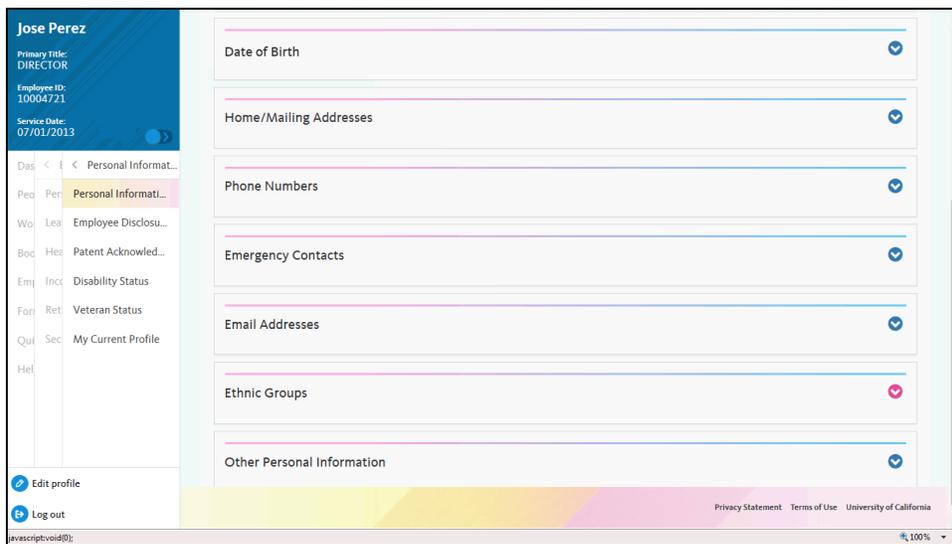


Use this task to voluntarily enter race and ethnic group information in UCPath.

You can access the screen by following this navigation:

On the left-hand menu, click Employee Actions > Personal Information > **Personal Information Summary**

Step	Action
1.	Scroll down to Ethnic Groups and click the Expand Ethnic Groups button. 
2.	Click the Change Ethnic Groups button. 



Step	Action
3.	The Voluntary Self Identification of Race and Ethnicity page appears. Review the top of the form to learn why this information is requested.
4.	Select one or more race and ethnicity options that apply to you.
5.	After you select all options that apply to you, click the Submit button.



Step	Action
6.	A confirmation message appears. Click the OK button.
7.	You have voluntarily entered race and ethnic group information on your personal information summary. End of Procedure.