Instructions to submit a Personal Information Update (PIU)

These instructions cover how to submit a Personal Information Update.

To update your information please follow the steps below:

1. Open your web browser and navigate to https://learn.weill.cornell.edu/ICS/
2. Click the “Login” button in the upper right of the Learn home page
3. Use the appropriate login credentials provided to you by WCM
4. Click on the “Home” Tab
5. Click on “Personal Information Update” in the left navigation under Quick Links
6. Complete the form field ensuring you add the details in all required fields
7. Click “Submit” at the bottom of the page