

Correction/Change of Address



Rochester Institute of Technology
Payroll Department
EAS (01)-1160
Phone: 585-475-2381
Phone: 585-475-2382

Faculty/Staff	Students
<p>You may fill out this form and submit it to the Payroll Department: EAS(01)-1160 OR you may change your address via Employee Self-Service at http://myinfo.rit.edu</p> <ul style="list-style-type: none">· Click on My Personal Information and Contacts· In the section labeled Main Address, click Update (to the right of the screen)· Follow the prompts on the subsequent screens	<p>Fill out the information below and submit it to the Payroll Department: EAS(01)-1160 OR the Student Employment Office USC(87)-1358.</p> <p>This change will be reflected in the Payroll/Student Employment system. You MUST also update SIS for the change to be permanent.</p>

Employee / UID #:	<input type="text"/>
Name:	<input type="text"/>
Department Name:	<input type="text"/>
Address:	<input type="text"/>
City:	<input type="text"/>
State:	<input type="text"/>
Zip Code:	<input type="text"/>
Phone:	<input type="text"/>
Effective Date:	<input type="text"/>