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EMPLOYEE SERVICES

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Update Name in Modify a Person

Follow these instructions on updating the names of employees and persons (POI). Note: The screen shots used in this guide may not be representative of your access.

Files:

 [Update-Name-in-Modify-a-Person.pdf](#)^[1]

Source URL: <http://www.cu.edu/employee-services/policies/update-name-modify-person>

Links:

[1] http://www.cu.edu/sites/default/files/policies/docs/Update-Name-in-Modify-a-Person_1.pdf