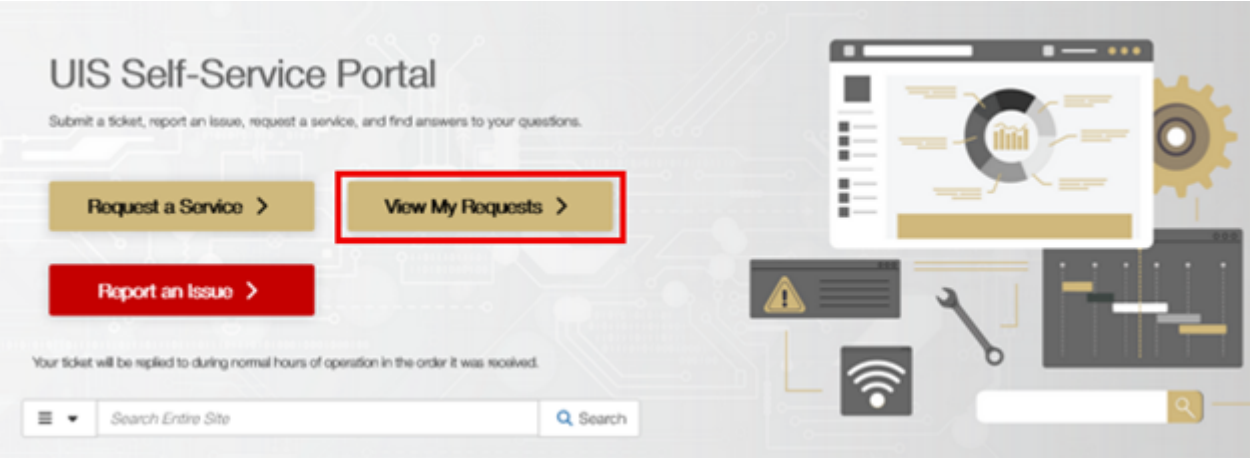
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Track, edit or cancel your ticket in the UIS Self-Service Portal [1]

August 25, 2025 by ES and UIS Communications [2]

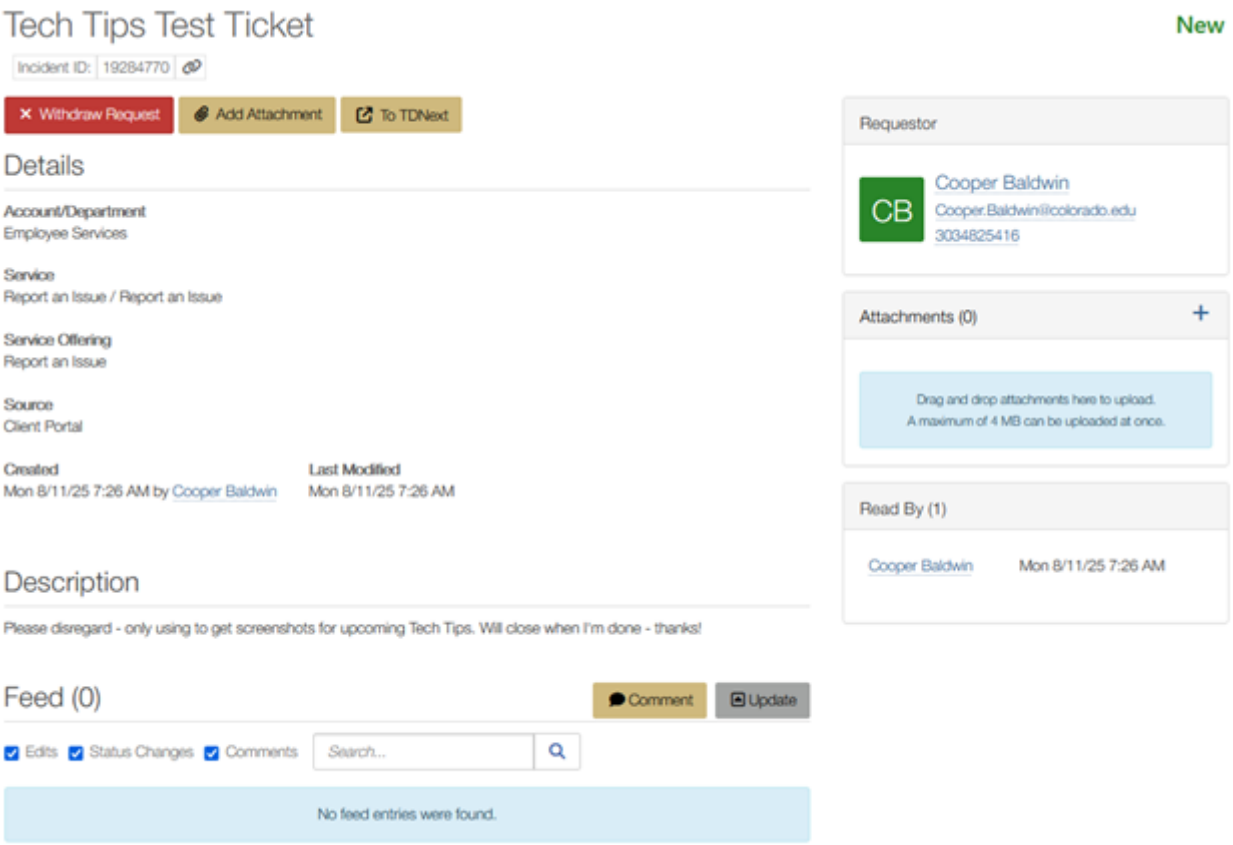
Did you know you can manage your submitted tickets directly in the UIS Self-Service Portal [3]?

Once you're logged in, click **View My Requests** on the homepage. Click your **ticket title** to view its status.



From there, you can:

- **Track the status** of your ticket.
- **Add attachments** like screenshots or documents to help resolve your issue faster.
- **Edit your request** if you need to clarify or update details.
- **Withdraw your ticket** if the issue has been resolved or the request is no longer needed.
- **View your ticket number** and **all tickets** associated with your account.



UIS Service Desk [4]

Display Title:

Track, edit or cancel your ticket in the UIS Self-Service Portal

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Links

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[4] https://www.cu.edu/blog/tech-tips/tag/uis-service-desk