SACRAMENTO STATE
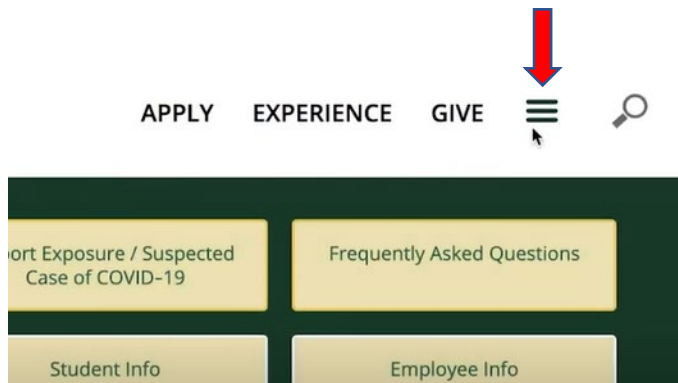*Redefine the Possible*

Division of Inclusive Excellence

Guide to adding Pronouns in the Student Center

1. To enter pronouns, students will first need to sign into My Sac State, to visit their Student Center. Type CSUS.edu into your browser, click on the **three lines at the top right**, and log into your MySacState account, to access the Student Center.
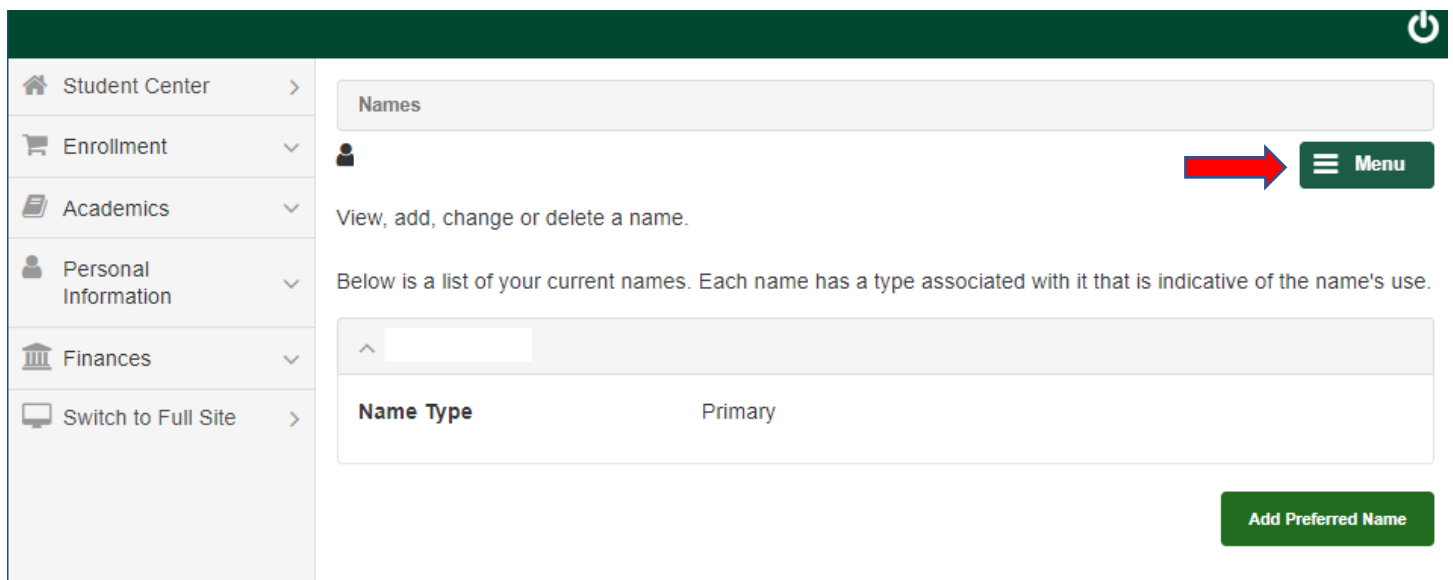

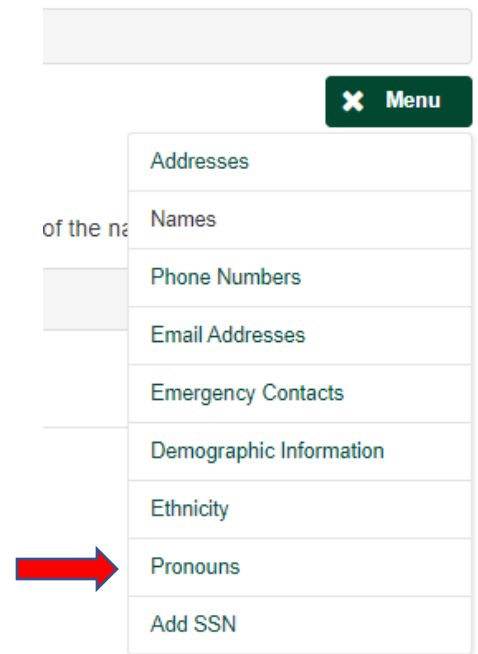
2. Click on **Personal Information**
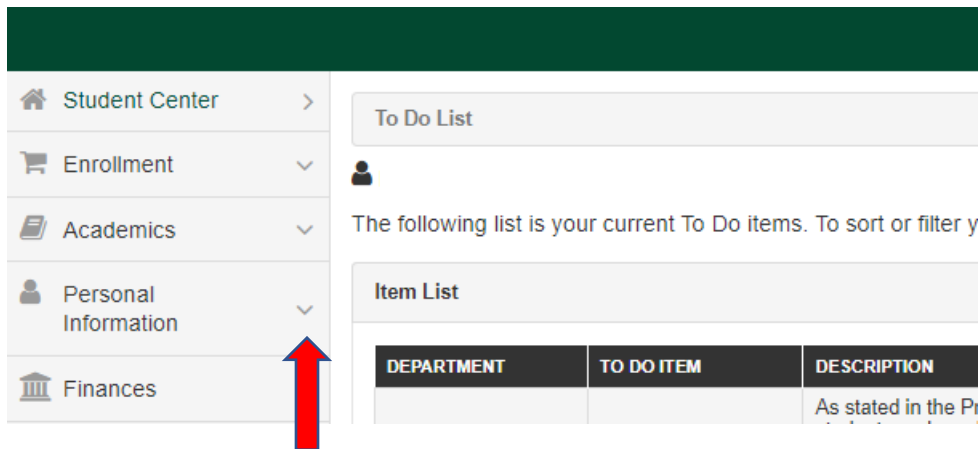
3. Click on **Names**
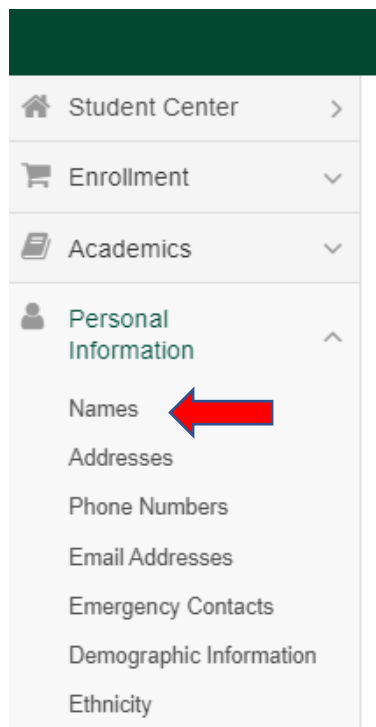
4. Click on the **Menu** Button with three horizontal lines, and then select **Pronouns** from the drop down menu

5. Choose your pronouns from the drop-down menu and click *Save*.

    If your pronouns are not listed in the drop-down menu, select *Not Listed* in order to type in your pronouns, and then click *Save*.