Edit Member Information
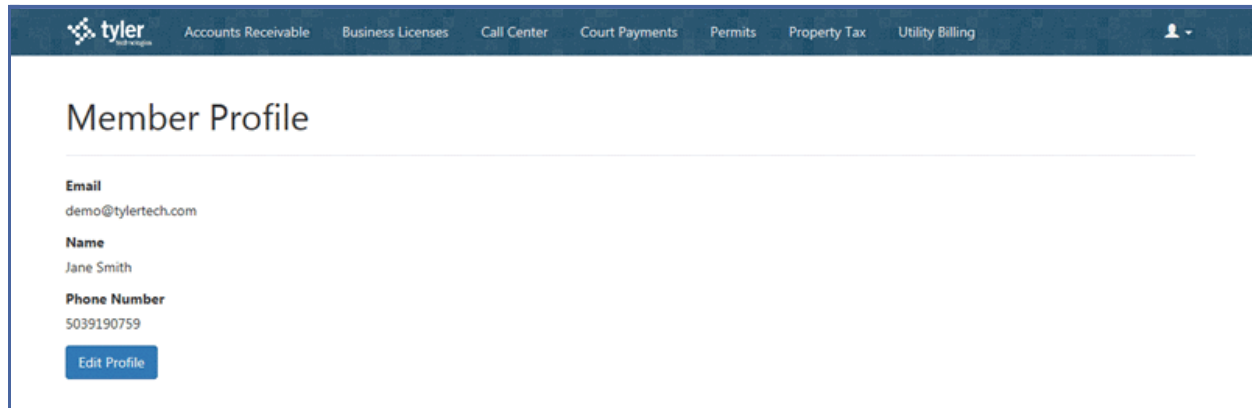
Follow the steps below to edit the user member profile:

1. Log into the Online Services Payment home page.

2. Click **User** icon on any page.

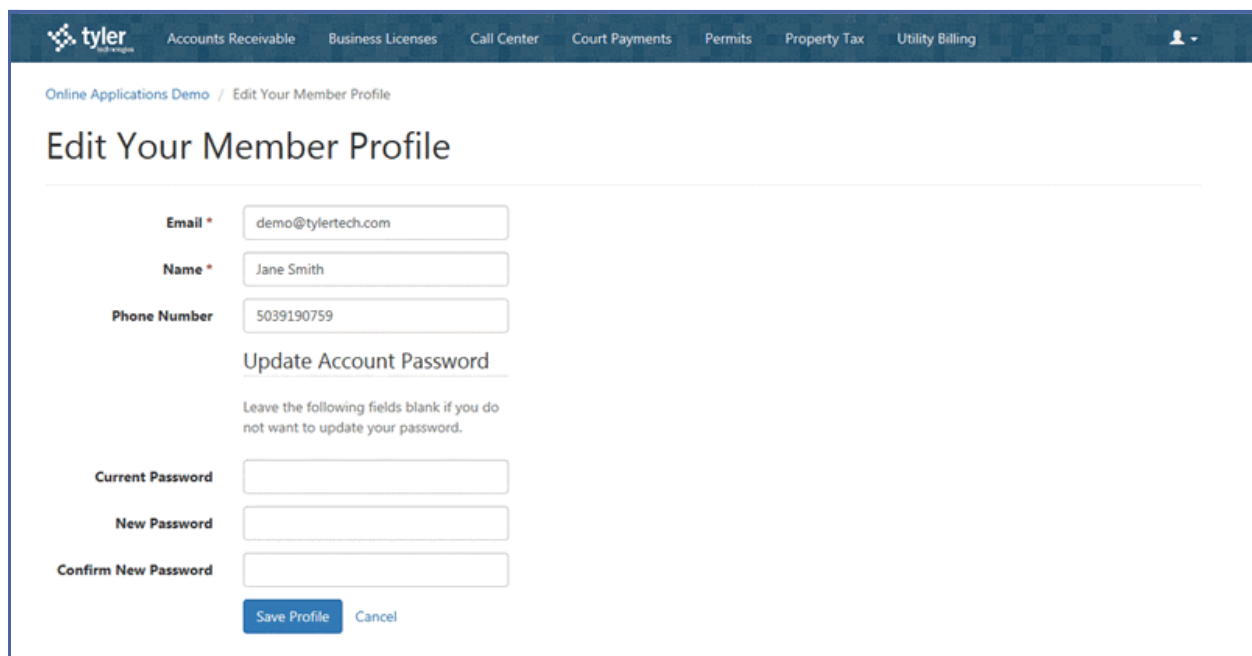3. Select *Member profile* from the dropdown to display the current member account information (sample).

4. Click **Edit Profile** to edit account detail (sample). Enter a new password only to change the password.

5. Click **Save Profile** to save the changes.

Related Topics

Register for a Member Account

Add Payment Methods

Recover Your Password

About Member Account Security

TIP   To change the Email address, users must activate the address through an email confirmation before they can use their accounts.

The system only requires a phone number if the user has the Business License and Building Projects applications.

Change the password at any time. Secure passwords are at least 6 characters long, include capital and lowercase letters, include at least 1 number, and include at least 1 special character (! . + @ # , / etc.).

Need more help? Visit Tyler University, Tyler Community, or contact your Support Team.

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