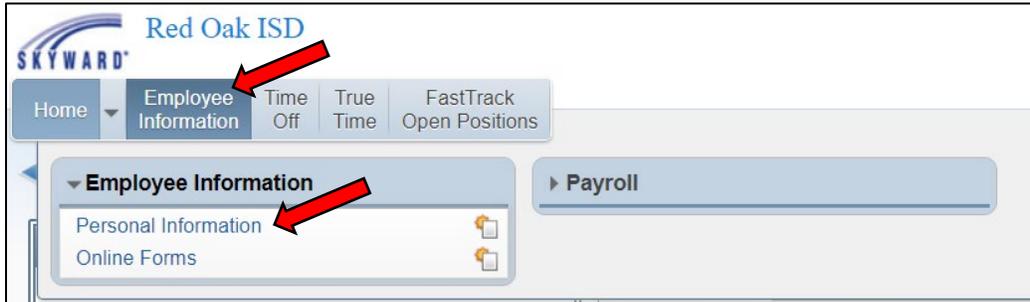


Address Change Request in Skyward

*Log into Skyward

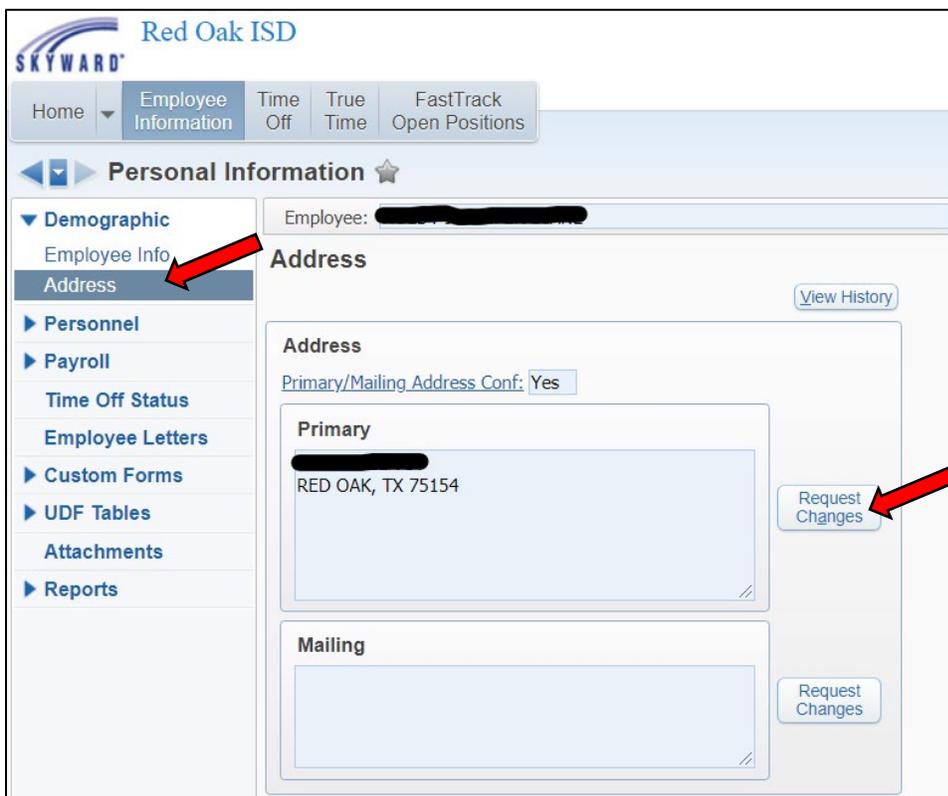
*Click Employee Information tab

*Click Personal Information link



*Click Address link under “Demographic” section

*Click Request Changes button



*Enter new address

(If there is an **apartment #**, choose APT in the S.U.D. dropdown, then enter APT # in next field)

*Click Save button when done

Request Changes - Primary Address - 05.21.06.00.05 - Google Chrome
skyward.redoakisd.org/scripts/wsisa.dll/WService=wsSky/rngen2edit018.w?isPopup=true

Request Changes - Primary Address

Employee
Employee: [REDACTED]

Current Primary Address
[REDACTED]
RED OAK, TX 75154

New Address

House # Dir Street Update with Current Primary

Address: [REDACTED]

Address 2:

S.U.D.: [REDACTED] #: [REDACTED] PO Box:

* Zip Code: 75154 City/State: RED OAK, TX

County: Township:

New Primary Address Preview
[REDACTED]
RED OAK, TX 75154

Asterisk (*) denotes a required field

**After clicking Save, the request will go to HR for review/approval. HR will also change your address in the Benefits HUB (if applicable).