

The Administrative Information Management System (AIMS)

Confirming Information in AIMS

On Monday, October 31, 2022, Human Resource functionality was implemented in the Administrative Information Management System (AIMS). All employees are requested to log in to [MyConnection](#) to verify that their information is correct using the following paths:

Contact Information

MyConnection > MyServices > My Information > Contact Information (tile)

Family and Emergency Contacts

MyConnection > MyServices > My Information > Family and Emergency Contacts (tile)

Banking Information

MyConnection > MyServices > Human Resources > Payroll > Update Banking Information (tile)

Thank you for your assistance in ensuring that all employee information is correct and up-to-date.