Update Personal Email Address in Marine OnLine (MOL):

Follow the steps below to update your personal email address in MOL.

**Step 1.** Type [https://sso.tfs.usmc.mil/sso/DoDConsent.do](https://sso.tfs.usmc.mil/sso/DoDConsent.do) into your web browser.

The **US Department of Defense Warning Statement** is displayed.

![Warning Statement](image)

**Step 2.** Click on the **Agree** button.

The **Broadcast Message** dialog box is displayed.

![Broadcast Message](image)

**Step 3.** Click on the **Continue** button.
The **Marine OnLine Home** page is displayed.

**Step 4.** Click on the **Personal Info** button.

The **Personal Information** page is displayed.

**Step 5.** Click on the **Contact Information (Mailing Address, Phone Numbers, Email Address)** hyperlink.
The **Personal Contact Information** page is displayed.

**Step 6.** Click on the hyperlink or the hyperlink.

The **Update Personal Contact Information** page is displayed.

**Step 7.** Type your person email address in the **Emails** section of the form. Click on the **Submit Changes** button.
The **Personal Information Review Changes** page is displayed.

**Step 8.** Verify the email address you input is correct.

**Is the email address you input correct?**

**Yes:** Click on the **Apply Changes** button.

**No:** Click on the **Cancel** button to return to the **Personal Information Contact** page. Repeat Steps 6. through 8.

The **Personal Contact Information** page is displayed with your changes in bold.