

## WAMS Profile Access Instructions

1. Go to the following website:
  - a. <https://on.wisconsin.gov/WAMS/home>
2. If necessary, you might need to login using your WAMS ID and Password (this is the same ID and password you would use for logging in to SWIMS).

- a.
3. Navigate to and select “Profile Management” to enter your user profile page.

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- \*In some instances you might need to log in again using your WAMS ID and password.*

4. Within the user profile page, look over your information and ensure all is accurate - especially your email as this is the primary attribute the state will be using for the

transition to My Wisconsin ID. If any updates have been made, be sure to select “Submit” at the bottom portion of the user profile page. It is recommended to take a screen shot of this profile page for reference if needed.

a.

**Profile Management**

\* Indicates Required Field

**Profile Information**

First Name  \*

Middle Initial

Last Name  \*

Suffix  [e.g., JR, SR, I, II, III]

E-Mail  \*

Example: username@host.domain

Phone #

If you provide address information it must be complete and correct. A United States Postal Service data base is used to verify each address.

**Home Residence Address**

Street

Unit Number

City

State

Zip Code

**Home Mailing Address**

☐ Mailing Address is the same as Residence Address.

Address(1)

Address(2)

City

State

Zip Code

**Account Information**

Your User ID must be between 5-20 characters and **CAN** be a combination of letters and numbers. User IDs are case sensitive.

User ID  \*

Password

**Account Recovery**

Question and answer for account recovery purposes. [Guidelines.](#)

Secret Question  \*

Answer to Secret Question  \*

Enter your password to authorize change(s)

Password  \*

[User Acceptance Agreement](#)