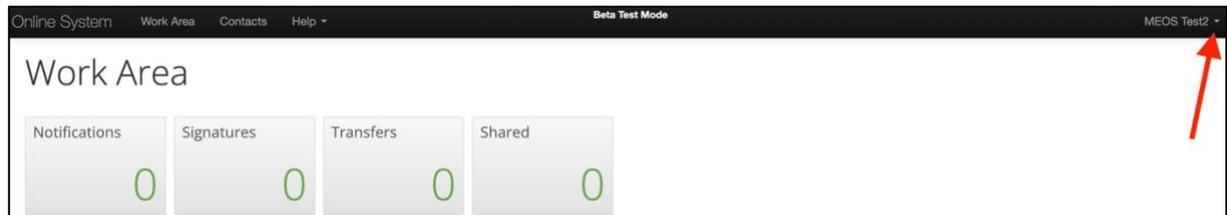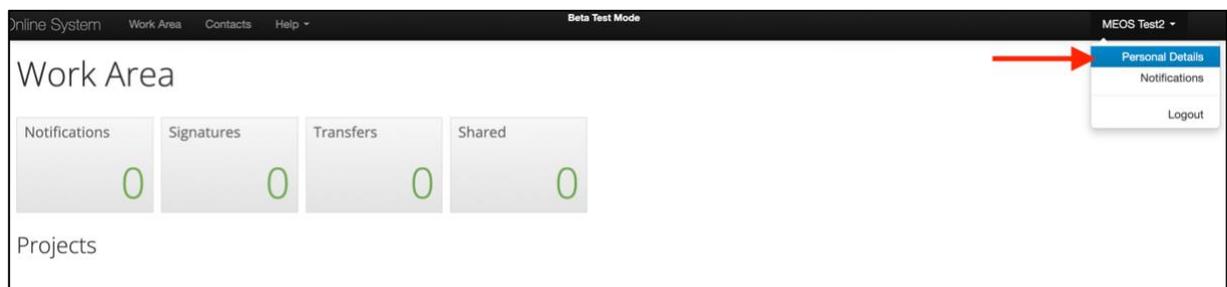# MEOS – Updating your Personal Details

Kindly note that the contact information fields on MEOS pull in your personal details. This needs to be completed otherwise you will not be able to submit.
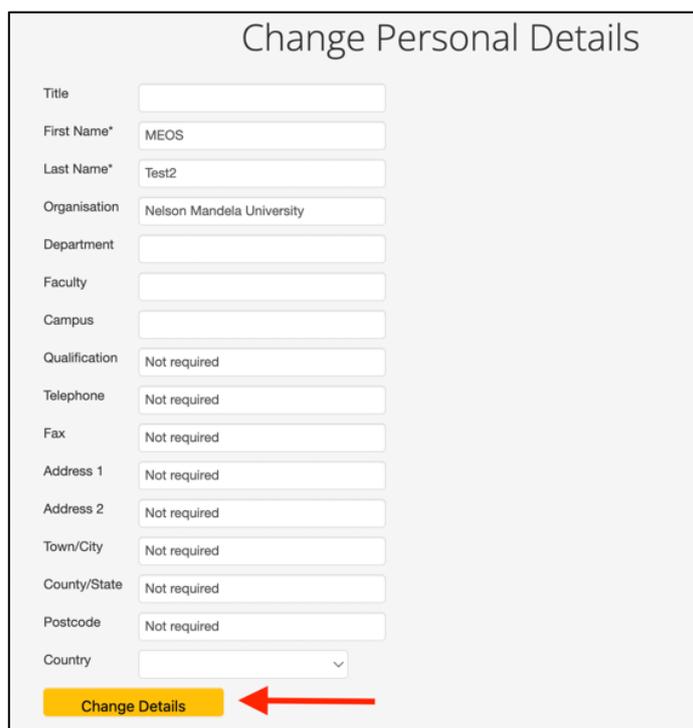
1. Log into MEOS (meos-apply.mandela.ac.za).

2. Click on the down arrow next to your name in the top-right hand corner.

3. Click on Personal Details.

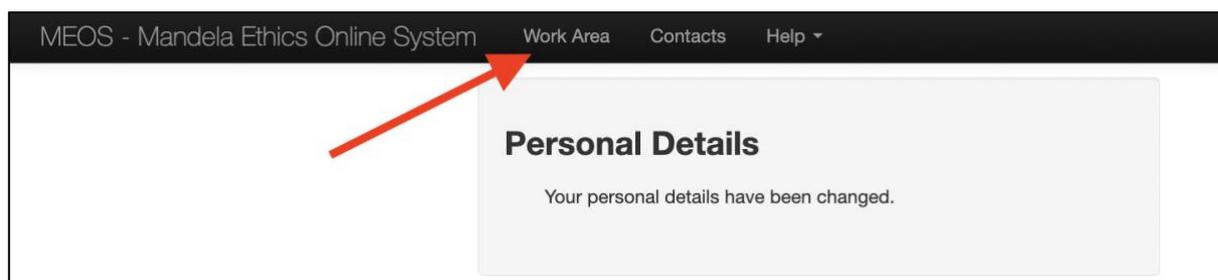4. Complete the fields and click on [Change Details]. Please note the fields that have been indicated as Not Required.

5. Return to the work area by clicking on Work Area in the top black bar.

MEOS - Mandela Ethics Online System   Work Area   Contacts   Help ▾

Personal Details

Your personal details have been changed.

If the details are not reflecting on your application form, please log out and in again.