# Steps for Updating Email Address in ctcLink HighPoint

1. Login to ctcLink mobile [Link to ctcLink Web App](https://wa140.ctclink.us/app/profile/login)
2. Under My Links – expand list for My Information
   1. Note: you can also update your address and phone number from the My Information list.
3. Select Email
4. Select Add drop down list – select home
5. Enter preferred email address
6. Select check box for Preferred
7. Select Save button