

Old Capitol Building
PO Box 47200
Olympia, WA 98504-7200



Washington Office of Superintendent of
PUBLIC INSTRUCTION
Chris Reykdal, Superintendent

ospi.k12.wa.us

How to Deactivate Users in EGMS:

Please send an email to EGMS.Support@k12.wa.us with the following information:

- The person's name.
- If they are a contact on any active subawards, who should replace them?
- Is the person a fiscal contact?