

Please follow the steps below to register a cell phone number that we can use to contact you with urgent information.

1. Log into the [Emergency Contacts page](#) of Student Information System.
2. Under Emergency Contacts, click “New Contact.”
3. In the Relationship field, select “Self.” Enter your name in the First Name and Last Name fields.
4. In the Phone Type field, select “Cell.” Complete the Area and Phone Number fields without dashes or spaces.
5. Click “Submit Changes” at the bottom of the screen to save your information.

Thank you in advance for helping us prepare for emergency situations.