

From: [University Registrar \(registrar@yale.edu\)](mailto:registrar@yale.edu)
To:
Subject: Reminder: Emergency Contact Information
Date: Thursday, August 15, 2024 10:00:53 AM

University Registrar's Office

Thursday, August 15, 2024

Reminder: Emergency Contact Information

Dear Student,

Our records show that you have not yet submitted an emergency phone number. Follow the steps below to register a number that we can use to contact you in the event of an emergency.

1. Log into [Yale Hub](#).
2. Navigate to the Personal Data menu and select "Update Emergency Contacts."
3. Under Emergency Contacts, click "New Contact."
4. In the Relationship field, select "Self." Enter your name in the First Name and Last Name fields.
5. In the Phone Type field, select "Cell." Complete the Area and Phone Number fields without dashes or spaces.
6. Click "Submit Changes" at the bottom of the screen to save your information.

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

Sincerely,

University Registrar's Office
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registrar.yale.edu
