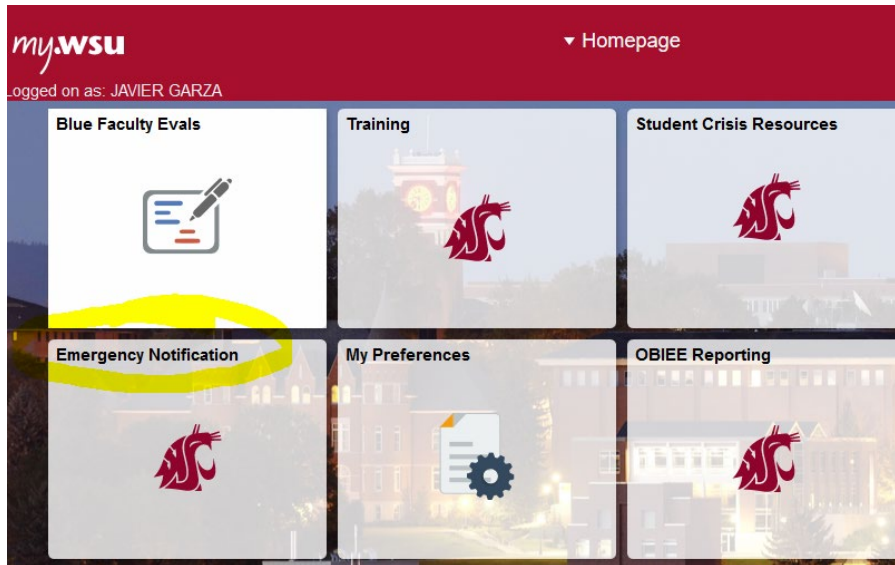


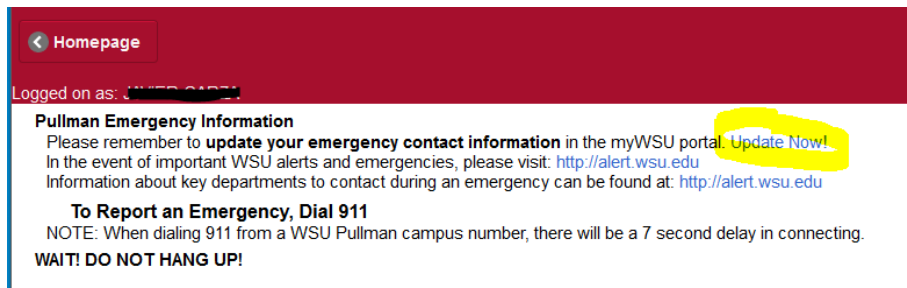
myWSU: How to Update Emergency Contact Information

Instructions for updating your Emergency Contact Information.

1. Log in to myWSU at <https://my.wsu.edu>.
2. Choose **Emergency Notifications**.



3. Chose "Update Now!" link



myWSU: How to Update Emergency Contact Information

4. Enter your emergency contact information and be sure to hit **Submit** to save your changes. (See Below)

Washington State University Student Emergency Notification Information

 How do you want WSU to attempt to inform you of a campus emergency or disaster?

How do you want WSU to attempt to contact you when emergencies or critical situations come up that affect the university? Since these issues could impact your safety and security on campus, please provide your best options for contact:

The Phone Number(s) for Contacting Me:

- WSU may contact me in case of an emergency or other critical situation at the following phone number(s):
Note: If the most effective way to contact you in an emergency is via your cell phone, please provide your cell phone number as your primary emergency contact phone number. Please provide at least one of the following numbers:

***Message fees charged by cell phone providers are the responsibility of the recipient.**

Cell/Wireless phone number:

 - -

How would you like WSU to send to this phone?

- Voice and text? Text only? Voice only?

Local Area Home Phone Number:

 - -

WSU Office/Business Phone Number: (Assigned WSU desk phone, if you have one)

 - -

Alternate Phone Number: (If you have a phone number other than your cell phone)

 - -

Parent's/Guardian may be informed regarding some emergencies or other critical situations affecting WSU by supplying the following:

Parent/Guardian Phone Number:

 - -

- I do not wish to supply an emergency phone number at this time. I understand that WSU may not be able to contact me in an emergency or with other critical information that could affect my safety, security or knowledge of the current status of the university.

The Email Address for Contacting Me:

- WSU may contact me in case of an emergency or other important situation at the following email address:

Email Address:

- I do not wish to supply an emergency email address at this time. I understand that WSU may not be able to contact me via email in an emergency or with other critical information that could affect my safety, security or knowledge of the current status of the university.

My Campus Location(s):

Please contact me at the phone number(s) and/or email address provided above if there is an emergency or other critical situation at the following campus location. To receive notifications from more than one location please contact the **Office of Emergency Management** at emergencymanagement@wsu.edu with a request and justification.

- Pullman Spokane
 Tri Cities Vancouver
 Extension Office & Research Ctr Everett

I am not at a WSU Campus (distance learning student, other off-campus location).

Submit