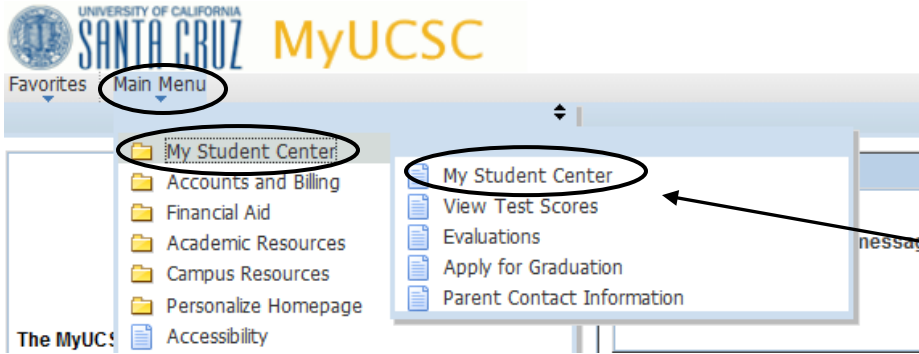


How to Add or Update Phone Numbers



1) Sign into your student portal at my.ucsc.edu

2) Click **Main Menu**, then **My Student Center** folder, then **My Student Center** page

Sammy's Student Center

[Student Advising Summary](#)

Academics

[Search](#)
[Plan](#)
[Enroll](#)
[My Academics](#)

more links...

Deadlines URL

2008 Fall Quarter Schedule

Class	Schedule
BIOL 280A-01 SEM (23085)	Room: TBA

[weekly schedule](#) ▶
[enrollment shopping cart](#) ▶

Finances

My Account
[Account Inquiry](#)

Financial Aid
[View Financial Aid](#)
[Accept/Decline Awards](#)
[Report Other Financial Aid](#)

more links...

Account Summary

You owe 2,742.79.

- Due Now 0.00
- Future Due 2,742.79

Currency used is US Dollar.

Personal Information

[Emergency Contact](#)
[Privacy Settings](#)

more links...

Contact Information

[Mailing Address](#) [Billing Address](#)

100 Sample Street
Santa Cruz, CA 95062

[Phone Numbers](#) [Campus Email Address](#)

831/555-1111 sammyslug@ucsc.edu

SEARCH FOR CLASSES

Holds
No Holds.

To Do List

- 180 Credit Requirement
- 2007-08 FAFSA Received
- 2008-09 FAFSA Received
- Amer Hstry & Inst Requirement
- Senior Residence Requirement
- Subject A Requirement

[details](#) ▶

Enrollment Dates

Enrollment Appointment
You may begin enrolling for the 2008 Fall Quarter Regular Academic Session session on May 20, 2008.

[details](#) ▶

Advisor
Program Advisor
None Assigned

3) In the Personal Information section, click the link **Phone Numbers**

Personal Information		Security	
addresses	phone numbers	email addresses	emergency contacts

Phone Numbers

Enter any of these phone numbers that you have below: Cell, Local Land line, Permanent. Only your cell phone number is displayed on the Student Center.

Correct phone numbers allow the university to notify you quickly in case of an emergency as well as to reach you for university business. In the event of a campus emergency a CruzAlert message may be sent to your cell phone and/or local land line. Specify your primary contact number by selecting the preferred checkbox.

*Phone Type	*Telephone	Ext	Preferred	
Permanent	224/555-1234		<input type="checkbox"/>	<input type="button" value="delete"/>
Local Land Line	831/555-1212		<input checked="" type="checkbox"/>	<input type="button" value="delete"/>

4) To make a correction, type in the new number.

5) Use this checkbox to indicate your preferred number.

5) To add a number, click **Add a Phone Number**, select the phone type from the drop down menu, and enter the phone number.

6) Check this box to choose not to have your phone number sent to the campus emergency alert system.

Opt-out


Check 'Opt Out' here if you do not want to be notified in the event of a campus emergency, and your phone information will not be sent to CruzAlert. For more information on CruzAlert, cruzalert.ucsc.edu

* Required Field

7) Click **Save** to save your changes.

Phone Numbers

Save Confirmation

 The Save was successful.

8) This page confirms your changes were saved.