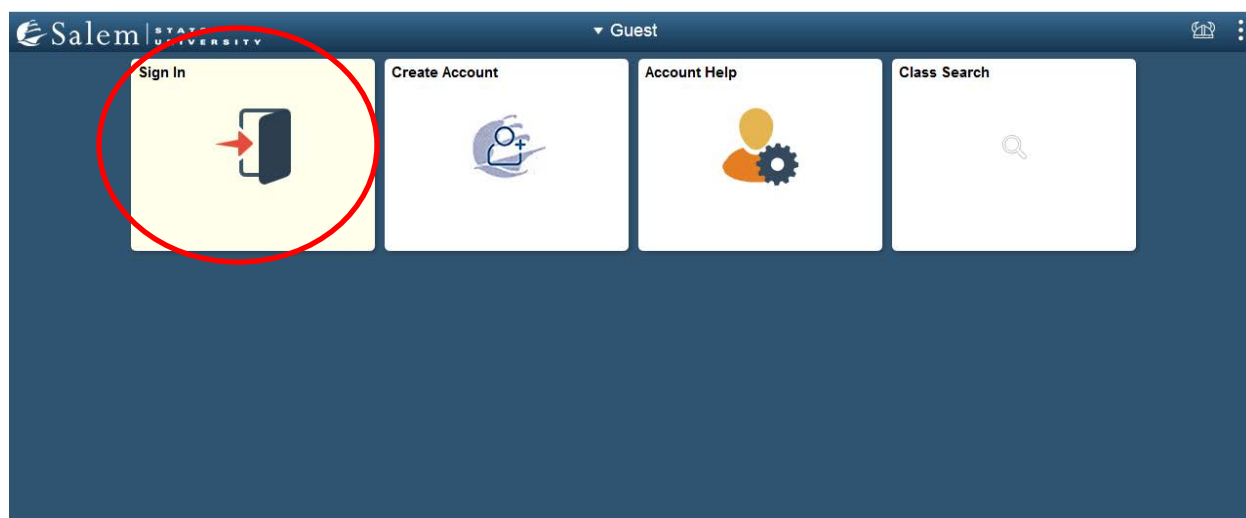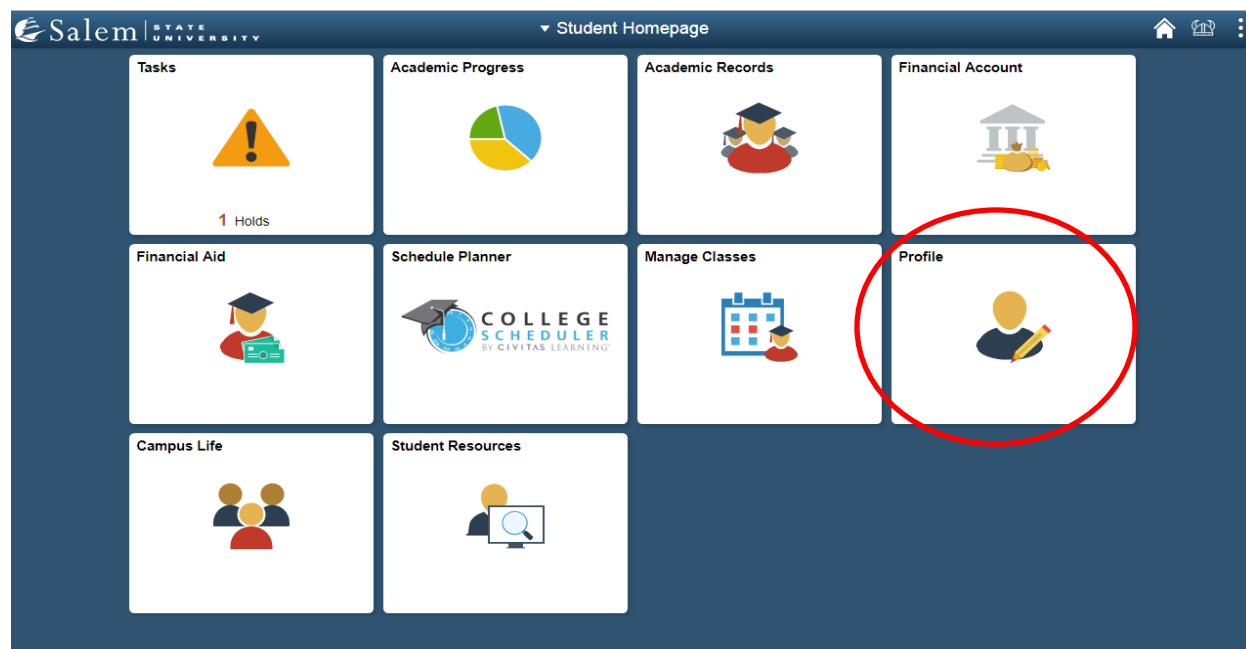# Student Navigation Center

How to: Update my Emergency Contacts
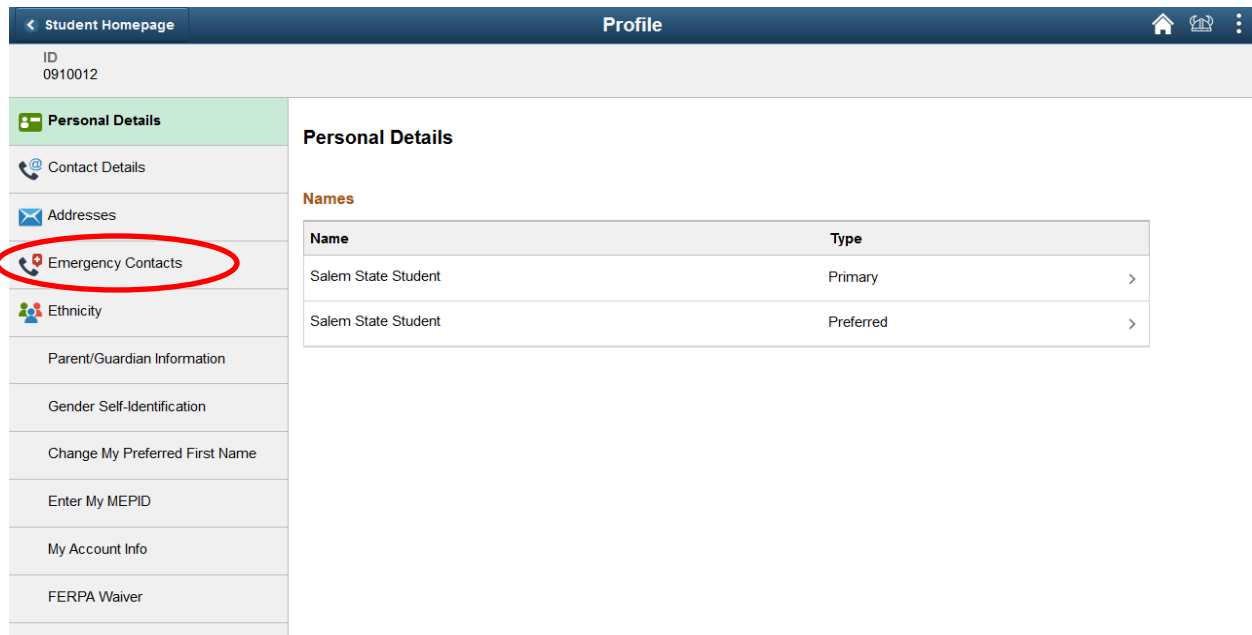
1. Log into Navigator.

2. Once at the Student Homepage, click on "Profile".

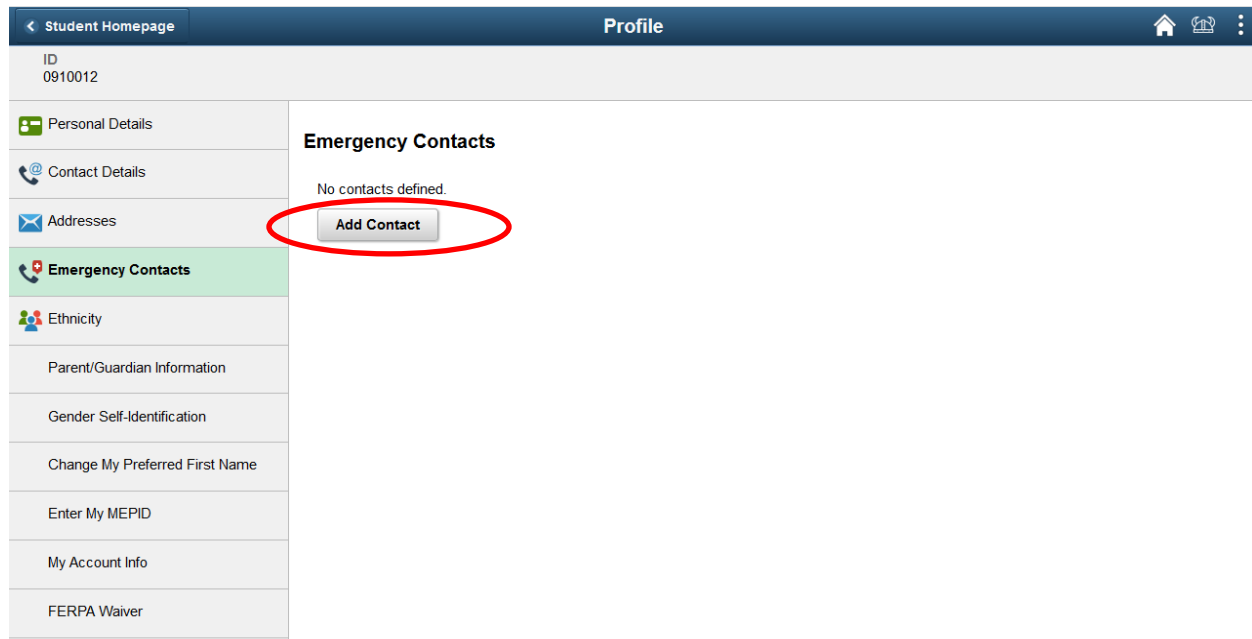3. Next, click on "Emergency Contacts" on the menu-bar.

4. Under "Emergency Contacts", click on the "Add Contact" button.

5. In the pop-up window, please type in your emergency contact's name next to *Name. Please indicate their relationship to you by choosing an option included in the drop down menu next to *Relationship. Lastly, add the emergency contact's phone number in the box next to *Phone Number. Then, click "Save".