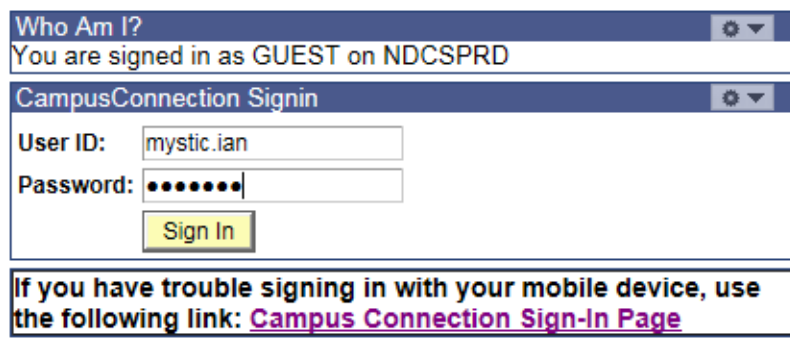


CampusConnection Helpsheet Add/Update Emergency Contacts

1. Access [CampusConnection](#).
2. Enter CampusConnection UserID and Password. Click **[Sign In]**.



Who Am I?
You are signed in as GUEST on NDCSPRD

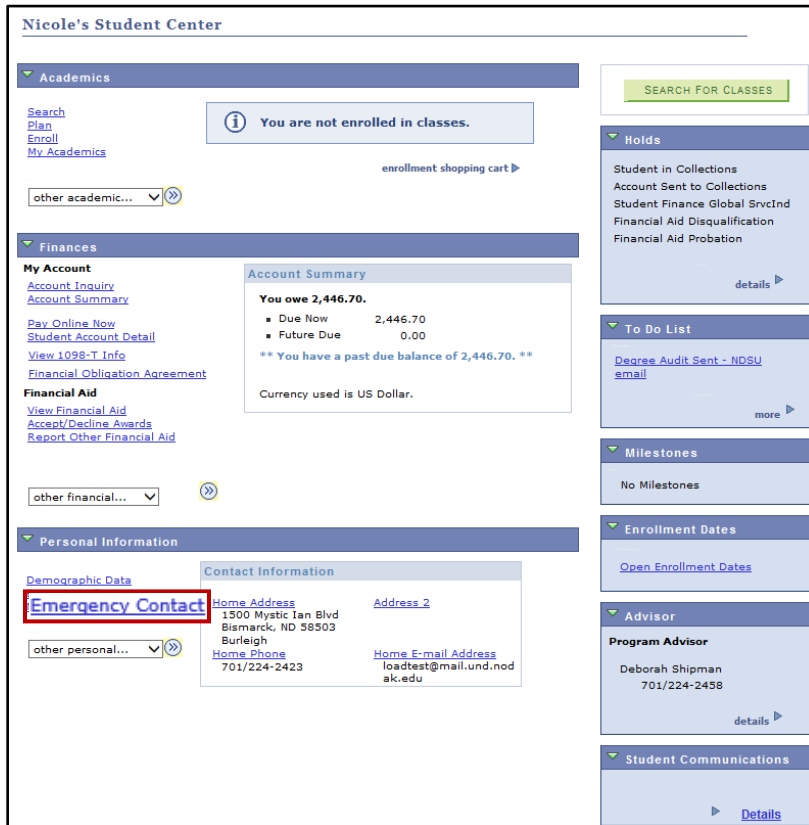
CampusConnection Signin

User ID:

Password:

If you have trouble signing in with your mobile device, use the following link: [Campus Connection Sign-In Page](#)

3. On your Student Center under Personal Information, click **[Emergency Contact]**.



Nicole's Student Center

Academics

SEARCH FOR CLASSES

You are not enrolled in classes.

enrollment shopping cart ▶

other academic... ▼

Finances

My Account

Account Inquiry
Account Summary

Pay Online Now
Student Account Detail
View 1098-T Info
Financial Obligation Agreement

Financial Aid

View Financial Aid
Accept/Decline Awards
Report Other Financial Aid

other financial... ▼

Account Summary

You owe 2,446.70.

- Due Now 2,446.70
- Future Due 0.00

** You have a past due balance of 2,446.70. **

Currency used is US Dollar.

Personal Information

Demographic Data

Emergency Contact

other personal... ▼

Contact Information

Home Address 1500 Mystic Ian Blvd
Bismarck, ND 58503

Address 2

Burleigh

Home Phone 701/224-2423

Home E-mail Address loadtest@mail.und.nodak.edu

Holds

Student in Collections
Account Sent to Collections
Student Finance Global SvcInd
Financial Aid Disqualification
Financial Aid Probation

details ▶

To Do List

Degree Audit Sent - NDSU
email

more ▶

Milestones

No Milestones

Enrollment Dates

Open Enrollment Dates

Advisor

Program Advisor

Deborah Shipman
701/224-2458

details ▶

Student Communications

▶ Details

Add Emergency Contacts:

1. Click **[Add an Emergency Contact]**.

2. Enter the following information:

- a. Contact Name
- b. Relationship
- c. Address
 - To use the address already in the system, Click **[Same Address as Individual]**.
 - To add a different address, click **[Edit Address]**.
- d. Phone Number(s)
 - To use the phone # already in the system, Click **[Same Phone as Individual]**.
 - To add a different phone #, enter the number with area code in the **[Phone]** field.

*Additional phone numbers may be added for work, home or cell numbers. Click **[Add a Phone Number]**.*

- e. Click **[Save]**.

Edit or Delete Emergency Contacts:

Once emergency contacts have been added to the System, they may edit or delete them at any time.

Primary Contact	Contact Name	Relationship	Phone	Extension	Country		
<input checked="" type="checkbox"/>	Mickey Mouse	Parent	701/400-2485			edit	delete