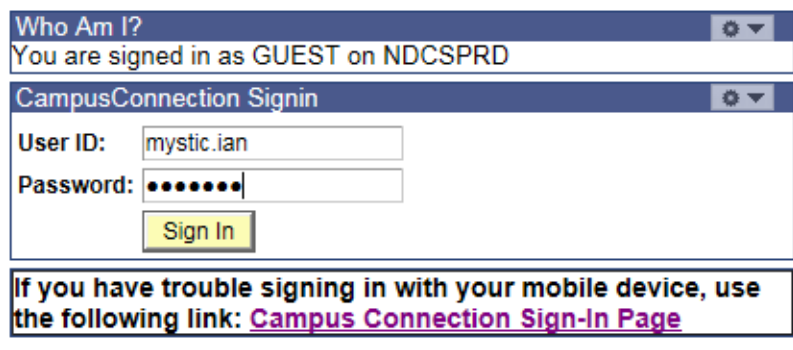


## CampusConnection Helpsheet Update Contact Information

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

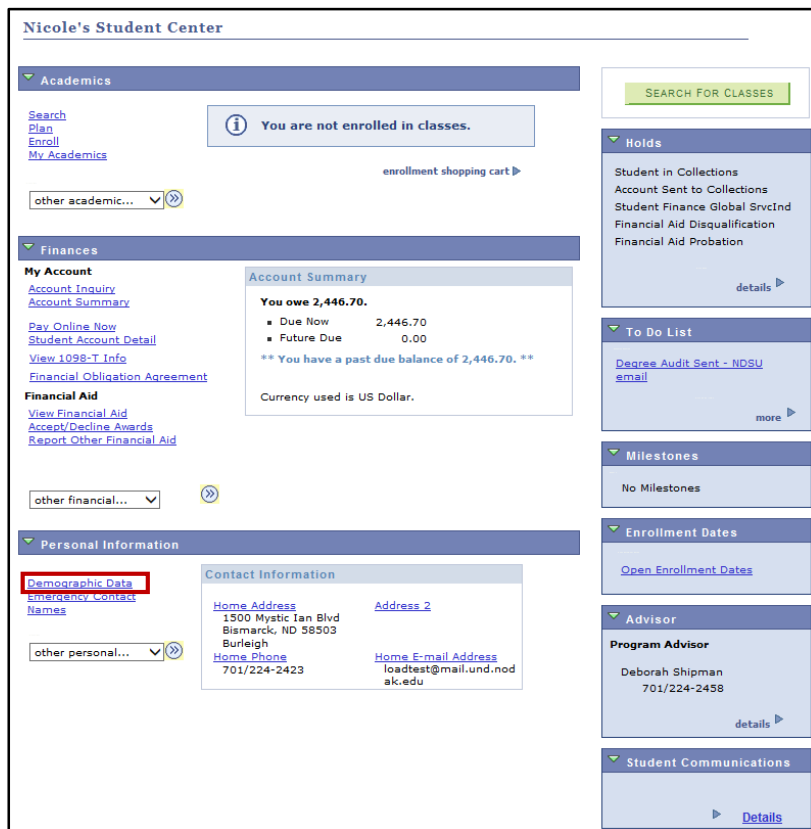
User ID: mystic.ian

Password: [masked]

Sign In

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 **[Demographic Data]**.



Nicole's Student Center

Academics: You are not enrolled in classes.

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. 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, Names. Contact Information: Home Address: 1500 Mystic Ian Blvd, Bismarck, ND 58503, Burleigh; Home Phone: 701/224-2423; Address 2: [blank]; 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.

To Do List: Degree Audit Sent - NDSU email.

Milestones: No Milestones.

Enrollment Dates: Open Enrollment Dates.

Advisor: Program Advisor: Deborah Shipman, 701/224-2458.

Student Communications: Details.

4. Choose the item you wish to update from the menu at the top of the page.



A screenshot of a navigation menu for 'Personal Information'. The menu is contained within a rectangular box with a black border. At the top left of the box, the text 'Personal Information' is displayed in a light blue font, with a small blue arrow pointing to the right. Below this, a horizontal line of text lists several menu items: 'addresses', 'names', 'phone numbers', 'email addresses', 'internet addresses', 'emergency contacts', and 'demographic information'. Each item is separated from the next by a vertical bar. The text is in a light blue font.

### **Name Changes**

If you wish to change your Legal name in CampusConnection, you must complete a [Name Change Request Form](#) and provide official documentation to the Academic Records Office.