

# Update Your Emergency Contact Information

The information on this form will be used only for emergency notification purposes. In the event of an emergency, students, faculty and staff will be contacted via a combination of voice messages, email and/or text messages. Please update your contact information (including backup contact phone numbers) whenever this information changes. Emergency Contacts #1 and #2 can be parents/guardians, spouses or others you would like to receive this emergency information via phone. Click Go to form, review your information and click save if making any changes. To receive text messages you must check the "Receive Text Messages" box (text messages charges may apply) or "Include this contact on mass notifications / alerts".

## Instructions:

Log into [myLynn](#).

Click on the link "[Emergency Contact Information](#)" under Quick Links

[Emergency Contact Information](#)

A form will open to update your information

### Lynn University - Emergency Notification System

Note: Information provided via this form will be used only for emergency contact and mass notification purposes. In the event of a campus-wide emergency, students, faculty and staff will be contacted via a combination of voice, email and/or text messages. Emergency Contacts #1 and #2 can be parents/guardians, spouses or others you also want to receive this emergency information. Please complete all fields.

**Personal Information**

Name: Ima,Patch3 Sr.  
Lynn Id: 8888889  
Email: JaneDoe@lynn.edu  
Phone (H): 5611234567  
[only numbers]  
Phone(C): 5611234567  
[only numbers]  
 Receive Text Messages (Strongly encouraged), \*Please Note: All Lynn Text Alerts will show an origination address of 23177.

Cell phone notification disclaimer: Standard text messaging rates or other charges from your wireless service provider may apply and appear on your mobile telephone bill. Lynn University is not responsible for charges. Users should contact their service provider to determine these costs. If at any time you wish to discontinue the emergency text messaging service, you may do so by unchecking the option on the emergency notification form.

**Emergency Contact 1 Information**

Include this contact on mass notifications / alerts. For international phone numbers please include country code. If excluded, contact will continue to receive a call/text in the event of their student/family member's personal emergency.

Last Name: Doe  
First Name: Mom  
Phone(W): 5611234567  
Phone(H): 5611234567  
Email:

**Emergency Contact 2 Information**

Include this contact on mass notifications / alerts. For international phone numbers please include country code. If excluded, contact will continue to receive a call/text in the event of their student/family member's personal emergency.

Last Name: Doe  
First Name: Dad  
Phone(W): 5611234567  
Phone(H): 5611234567  
Email:

You are responsible for keeping this form updated with your most accurate primary and emergency contact information.

Please update your personal email address, home phone, and cell number. Click on the check mark to receive emergency text messages.

**Personal Information**

Name: Ima,Patch3 Sr.  
Lynn Id : 8888889  
Email: JaneDoe@lynn.edu  
Phone (H): 5611234567  
[only numbers]  
Phone(C): 5611234567  
[only numbers]  
 Receive Text Messages (Strongly encouraged),

Update your emergency contact information. You can add up to two (2) emergency contacts. Click on check mark if you need these contacts to receive texts via emergency notification service, otherwise the information will remain in on your records for any personal emergency. For international numbers, make sure you include the country area code (no need for US numbers).

**Emergency Contact 1 Information**

Include this contact on mass notifications / alerts. F

Last Name:

First Name:

Phone(W):

Phone(H):

Email:

Click Save

Save

**i** You are responsible for keeping this form updated with your most accurate primary and emergency contact information. Make sure you update this record after important life events.