

Step-by-Step Instructions for Students To Get Connected with the VSU Campus Alert System

1. From the VSU Homepage:

- Select: **Registration and Advising (Banner)** link – located under the Main Menu on the left side of screen
- Select: **Login** button - located in the middle of the screen
- Type: VSU User ID and PIN
- Select: **Login** button

2. From the Main Menu:

- Select: **Personal Information**
- Select: **Create or Update your Campus Alert phone number**
- Type: The phone number at which you want to receive urgent notifications – area code first, then phone number **WITHOUT** the hyphens

Personal Information

Search

Create or Update your Campus Alert phone number

The campus alert phone number you provide will be used by Valdosta State University. When entering your phone number in the "Phone Number" box please do not include a

Area Code: Phone Number:

- Select: **Submit Campus Alert Number** button

3. A screen appears indicating your changes were successfully saved.

4. To Exit the System:

- Select: **EXIT** – located in the upper right corner of the screen
- Select: **Return to Homepage** – located in the center of the screen
- Select: **VSU Homepage** – located in the center of the screen

Contact the IT Helpdesk if you have any problems – 229-245-4357