

Address Verification and Emergency Contact Information

A couple of times a semester students will be asked to update their information so that they can be contacted in times of emergency. Once the student signs on to Enroll and Pay this page may appear. If this page does not appear automatically then the student can click on “KU Address Verification” on the menu on the left and update the page.

Enroll & Pay

Menu

- Enroll & Pay
 - Enrollment
 - Manage Account
 - Campus Personal Information
 - Academic Records
 - Graduation
 - Student Admission
 - Student Center
 - KU Address Verification**
 - Emergency Contact Info

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Jayhawk Student

You are being asked to update information that is critical for the University of Kansas particularly in times of crisis. Please update the information below or check the confirmation box at the bottom of the page. YOU MUST CLICK THE SAVE BUTTON. After Save you will be directed to the Student Center.

Current/Jayhawk Address

Enter or change your current/Jayhawk address information below.

Country: United States

Address 1:

Address 2:

Address 3:

Address 4:

City: State: Kansas Postal:

County:

Phone Numbers

Enter your phone numbers below.

If multiple phone numbers are entered, specify your primary contact number by selecting the preferred checkbox.

*Phone Type	*Telephone	Ext	Preferred	
Jayhawk/Current	785/555-1515		<input type="checkbox"/>	delete

[Add A Phone Number](#)

Emergency Text Messaging

To sign up for Emergency Text Messaging, you must have a cellular phone number entered above.

Emergency Contacts

Below is a list of your emergency contacts. To edit the information for a contact, click the Edit button. To add a contact, click the Add an Emergency Contact button.

No current emergency contact information found.

[Add An Emergency Contact](#)

If all information is correct as shown above, please check box below and click the SAVE button.

I confirm that the above information is correct.

[Save](#)

The information should be saved with the button **Save** button at the bottom of the page. First the student will need to confirm the information is correct by checking the box and then save. Students may then move on to other areas in Enroll and Pay.

If the student wants to receive emergency text messages from our automated system then the student needs to add a “Cellular” phone type. Once a cell phone number has been entered then the Emergency Text Messaging box will say do you want text messages sent Yes or No. Select Yes or No by click on it.

Phone Numbers

Enter your phone numbers below.

If multiple phone numbers are entered, specify your primary contact number by selecting the preferred checkbox.

*Phone Type	*Telephone	Ext	Preferred	
Jayhawk/Current	785/555-1515		<input checked="" type="checkbox"/>	delete
Cellular	785/555-1111		<input type="checkbox"/>	delete

Add A Phone Number

Emergency Text Messaging

I want Emergency Text Messaging sent to cellular phone number above. **Yes** **No**

The student below said yes to text messaging so the No appears so if they change their mind and no longer want text messaging they can later select No and will no longer receive the messaging.

Phone Numbers

Enter your phone numbers below.

If multiple phone numbers are entered, specify your primary contact number by selecting the preferred checkbox.

*Phone Type	*Telephone	Ext	Preferred	
Jayhawk/Current	785/555-1515		<input checked="" type="checkbox"/>	delete
Cellular	785/555-1111		<input type="checkbox"/>	delete

Add A Phone Number

Emergency Text Messaging

I want Emergency Text Messaging sent to cellular phone number above. **No**

When adding an emergency contact, clicking on add an emergency contact will bring up the following screen to add the person's contact name and phone number. Click on Edit Address to also add an address for the emergency contact. Save the page and it will return to the address verification page.

[Enroll & Pay Home](#) |

Student, Jayhawk R

Emergency Contacts

Emergency Contact Detail

*Contact Name

*Relationship

Use [Edit Address](#) link below to add an address for your contact.

Contact Address

Country

Address

[Edit Address](#)

Contact Phone

Phone

Other Telephone Numbers

*Phone Type	Phone Number	
<input type="text"/>	<input type="text"/>	<input type="text"/>

Add A Phone Number