

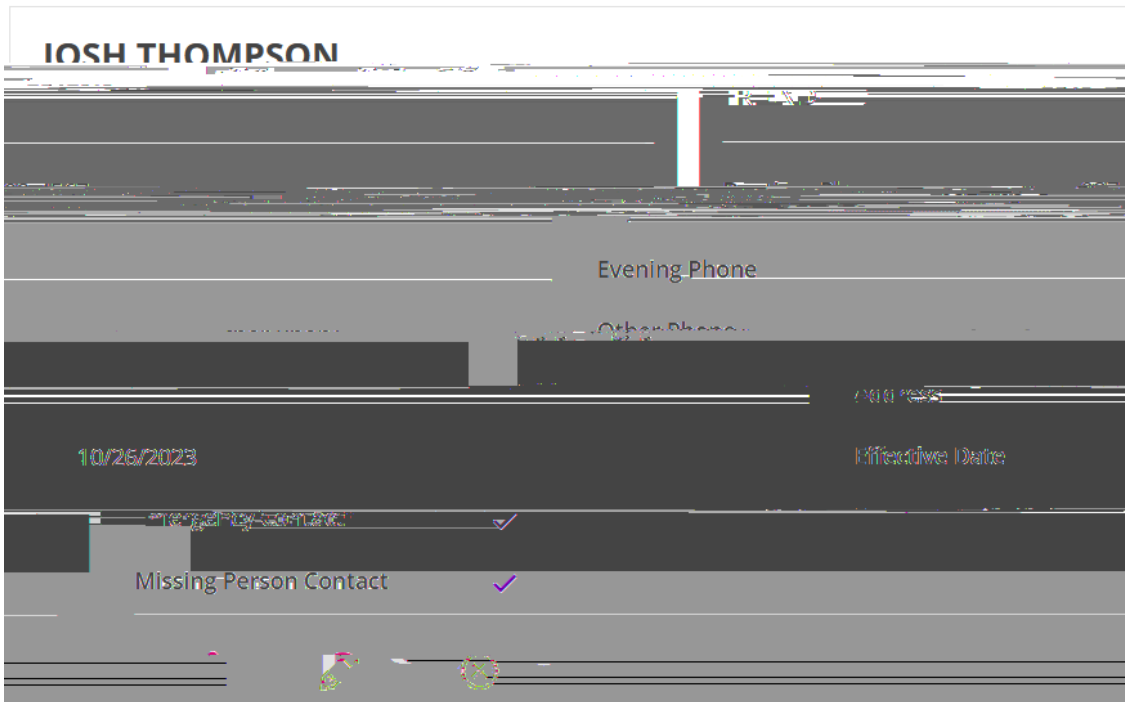


## How to Update Emergency Contact Information in Self-Service



Go to Self-Service: <https://selfservice.wittenberg.edu/>

Click on the User Options button at the bo

After changes to the data, the self-service emergency contact screen now displays:



Effective Date	Emergency Contact
10/26/2023	Missing Person Contact ✓

To edit an emergency contact, click the  or to delete, click 

When you have completed your changes, be sure to click the **Confirm** button in the upper right corner.

