

Students to Enter Emergency Contact Information Online

In mid-May, each member of the Lafayette College Class of 2013 will receive a letter from the Dean of the College providing them with personal access codes (network ID and password) enabling them to enter their emergency contact information online. In the event of an emergency, it is imperative that the College be able to contact a student's parent or guardian. Please check with your student to make sure s/he enters the information and that it is correct, complete, and updated as necessary.

Students should go to the Secure Login for Banner Self-Service on the Registrar's page. They will need to enter their network ID and password (PIN). Emergency Contacts are in the Personal Information section.

1. From the Lafayette web site www.lafayette.edu, click on Academics, then Registrar.
2. Select: Secure Login to Banner Self-Service (top, left column).
3. Enter User ID and PIN and click on Personal Information.
4. To enter new or update existing emergency contact information, click on Update Emergency Contacts.
5. To view emergency contact information, click on View Emergency Contacts.
6. Please remember to click Exit when finished.