

## Directions to Update Your Emergency Information

1. Go to [www.irsc.edu](http://www.irsc.edu) and click “MyIRSC”



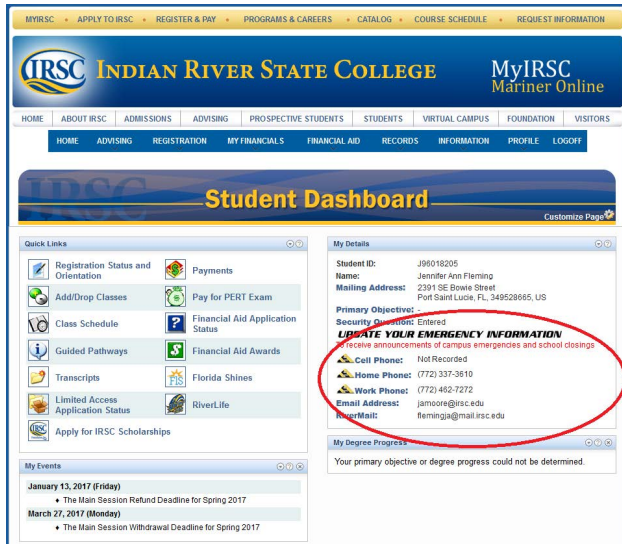
2. Click “Sign in to MyIRSC”



3. Enter your **Student ID** number and **PIN**, then click “Log In”

The screenshot shows a "Sign Into MyIRSC" login form. The form has a title bar with a close button (X). Below the title, it says "Please sign in using the form below". There are two input fields: "Student ID:" and "PIN:". Below the input fields are two buttons: "Cancel" and "Log In". The "Log In" button is circled in red.

- Click on each item under "Update your Emergency Information" and make sure it is all correct.



- Ensure that your **Address**, **Telephone Numbers** and **Emergency Contacts** are accurate. Make sure your mobile phone is listed – it's the most efficient way of reaching you with emergency notifications. Click "Update" when finished.

