



**SCHOOL OF INFORMATION**  
UNIVERSITY OF MICHIGAN

AUGUST 2019 NEWSLETTER

## Register for Fall 2019 Classes

MADS students will soon be registering for Fall 2019 classes. Priority registration is next Tuesday, August 6, at 12:15PM EDT. General registration is Tuesday, August 13.

**Please sure to register for all Fall 2019 classes (or at least one credit of classes) before the first day of class (Tuesday, September 3), otherwise you will receive a [late registration fee](#). Schedules do not need to be finalized until the Add/Drop Deadline.**

# How to Receive Grade Change Notifications

Students who wish to receive grade change notifications must "Opt In" using Notification Preferences in Wolverine Access. Automatic notifications of changes to their academic records include: a grade or grade change is posted, credit changes are made (including transfer and test credit), and adjustments due to repetition and sequence violations (NFC, REP), etc.

**Please follow the directions below:**

1. Navigate to Wolverine Access. Choose Students, then Student Business. Log in. Click on the tile "Campus Personal Information."



2. On the left side of the screen, choose "Notification Preferences."

A screenshot of the Wolverine Access 'Campus Personal Information' page. The page has a dark blue header with 'Student Self Service' on the left and 'Campus Personal Information' on the right. Below the header is a navigation menu on the left with various options: 'UM Emergency Alerts', 'Racial/Ethnic Survey', 'Addresses', 'Names', 'Phone Numbers', 'Email Addresses', 'Emergency Contacts', 'Veteran Data', 'Holds', 'Notification Preferences' (highlighted with a red star), and 'Gender Identity'. The main content area is titled 'Lulu TestStudent' and has tabs for 'Personal Information' and 'Notification Preferences'. The 'Notification Preferences' tab is active, showing 'UM Emergency Alerts'. It includes instructions on how to use the page, a list of alert types (UM Emergency Alert Phone 1 and 2), and a table with telephone numbers and delete buttons. At the bottom, there is a 'Save' button and a 'Questions?' link.

Student Self Service Campus Personal Information

Lulu TestStudent go to ...

Personal Information Notification Preferences

addresses names phone numbers u m emergency alerts email addresses emergency contacts racial/ethnic survey

### UM Emergency Alerts

Use this page to enter, update, and/or delete your UM Emergency Alerts.

- \* Select the Alert Type (voice mail or text message) from the drop down menu.
- \* Enter the telephone or cell phone number.
- \* Add additional alerts by clicking on "Add an Alert Type".
- \* Click "Save" to complete registration.

Click Help (above) for step-by-step instructions.

UM Emergency Alert is a mass, urgent notification system initiated by University Officials that will be used solely in the case of a significant emergency or emergency reduction in operations. All phone numbers you provide will all receive the same notification.

*Alert Type	* Telephone	
UM Emergency Alert Phone 1	555/555-9696	Delete
UM Emergency Alert Phone 2	555/555-1234	Delete

Add An Alert Type

☐ OPT OUT - I opt out of phone and SMS text Emergency Alerts

Save \* Required Field

Questions?

### 3. Check on the "Enable Email Notification" checkbox, then Save!

The screenshot shows the 'Student Self Service' interface for 'Campus Personal Information'. On the left is a sidebar menu with options: UM Emergency Alerts, Racial/Ethnic Survey, Addresses, Names, Phone Numbers, Email Addresses, Emergency Contacts, Veteran Data, Holds, Notification Preferences (highlighted), and Gender Identity. The main content area is for 'Lulu TestStudent' and has two tabs: 'Personal Information' and 'Notification Preferences'. The 'Notification Preferences' tab is active, showing a section for 'Grade Post/Change, Transfer credit and repeat updates'. Within this section, the 'Enable Email Notification' checkbox is checked and circled in red. To its right, the 'Email Type' is set to 'Current Ad' and the email address is 'statvii@gmail.com'. A green 'Save' button is located below the checkbox. At the bottom of the main content area, there is a 'Personal Information' tab and a 'go to ...' dropdown menu.

As always, please feel free to contact the **UMSI Registrar Team** at [umsi.registrar@umich.edu](mailto:umsi.registrar@umich.edu) with any questions.