

Annual Personal Data Validation

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INFORMATION AND TECHNOLOGY SERVICES
UNIVERSITY OF MICHIGAN

Background

- University officials and staff need to communicate with Students, Faculty/Staff in a timely manner
- However, often the personal data on file is outdated or missing
- The consequence of poor data can put the safety of U-M students faculty/staff at risk, or hinder the ability to reach an individual for business matters



Approach

- Core team of campus stakeholders convened to address how best to improve the existence and accuracy of key personal data, and prioritized the following:
 - Addresses; where you live during the school year or permanent address
 - Emergency Contacts; who to contact in the event you have a personal emergency
 - U-M Emergency Alerts; phone and SMS methods to reach you in the event of a campus-wide emergency



Solution

- Annually, U-M will require a review of personal data (addresses, emergency contacts and UM emergency alerts) by all those who access student business and employee self-service via Wolverine Access
- Presented with a web page asking you to review and make changes, if necessary.
- This includes all faculty/staff, and students for the Ann Arbor campus





University of Michigan Annual Personal Data Validation

The University of Michigan currently has the following personal information on file for you. Please review the information below and click a link to make updates.

- Choose "NO FURTHER CHANGES" and save if you have no changes or have already made any changes.
- Choose "REMIND ME LATER" and save if you would like to complete this form the next time you log in.
- **The information below is valid as of 04/26/2016 11:28 AM.**

1. Addresses

Short Type	Address	Effective Date
Current Local	12345 Main St Ann Arbor, MI 48109	04/26/2016

[Click here to make changes to your Address](#)

SEVIS guidelines for F1 and J1 Students, Scholars and Employees: See the [International Center](#) for guidelines about updating your address.

2. Emergency Contacts

This information will be used solely for the purpose of notifying the emergency contact(s), beginning with the primary contact, of medical emergencies, death, missing person(s), or other emergency situations.

Primary Contact	Contact Name	Relationship	Phone	Extension	International Prefix
<input checked="" type="checkbox"/>	Contact,Emrgy	Other	734/432-1234		

[Click here to make changes to your Emergency Contacts](#)

3. UM Emergency Alerts

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 receive a notification.

- Please note that you can add up to four SMS text numbers that will receive text messages and up to four phone numbers that will receive voice calls.
- **For additional information visit:**

[Ann Arbor Emergency Alerts](#)

[Dearborn Emergency Alerts](#)

[Flint Emergency Alerts](#)

Alert Type	Telephone
UM Emergency Alert Phone 1	810/522-3311
UM Emergency Alert Phone 2	810/522-3314
UM Emergency Alert Phone 3	810/522-3313
UM Emergency Alert Text 1	810/522-3317
UM Emergency Alert Text 2	810/522-3318

[Click here to change your UM Emergency Alert contact numbers](#)

- ☐ **NO FURTHER CHANGES:** I have reviewed this form and made any relevant changes or have no changes to make at this time.
- ☐ **REMIND ME LATER:** You may bypass this form a total of two times.

Save

