

Complete Emergency Information

In your profile details,
you are required to
complete your emergency
contact information.

Select My Profile

Scroll down to the Health and
Emergency Information section

Add your Primary Contact
information (If applicable,
add a Secondary Contact)

Save your contact information

The screenshot displays the UEI SOAR Student Portal interface. On the left is a teal sidebar with navigation options: DASHBOARD, MY GRADES, MY SCHEDULE, MY ATTENDANCE, EXTERN TIMESHEET, and MY PROFILE. The main content area is titled 'MY PROFILE' and contains several sections:

- MY PROFILE:** Fields for Student ID, Student Name, Email Address, Street Address, City, State, Postal Code, Home Phone, Cell Phone, and Work Phone.
- MY PROGRAM:** Fields for Campus, Program Name, Session, Enrollment Status, LOA Status, Program Start Date, and Projected Grad Date.
- Health and Emergency Information:** A section with a disclaimer and instructions. It includes a 'Save' button and a 'Cancel' button.
- Primary Contact:** Fields for Name, Address, City, State, Postal Code, Cell Phone, Home Phone, and Work Phone.
- Secondary Contact:** Fields for Name, Address, City, State, Postal Code, Cell Phone, Home Phone, and Work Phone.