



Updating Your Information and Contacts in Student Planning

At the start of each academic year, you'll be asked to verify your legal name, parent/guardian address and phone number(s), consent to receive electronic materials, emergency and missing persons contacts, and your own phone numbers. You may see notifications in the top right corner of your screen indicating this. Any schedule changes or registration you perform in Student Planning will not be saved until you address these notifications.

STEP 1 - Sign in to Student Planning

STEP 2 – Verify your personal info

The first time you log into Student Planning at the beginning of a new academic year, you will be prompted to verify your legal name, parent/guardian address, home phone, and cell phone.

STEP 4 – Verify your phone numbers

If you have not provided both a cell phone number and a home phone number, you'll be asked to verify both. This is true even if they are the same number.

STEP 3 – Verify your emergency contact information

At the start of each academic year, you'll be asked to verify your emergency and missing persons contacts.

If you have questions or need assistance, please contact the Registrar's Office at 765-361-6416 or registrar@wabash.edu.