



Step-by-Step: Tech Guides for Students

How Students Add Contact Information to ULink

By providing your mobile number, you will be able to receive text messages from your advisor regarding your advising appointments.

1. Sign into Ulink and then select Student Services.



2. Scroll down to the **Personal Information** box and select **Phone Numbers**.

Personal Information				
 Engagement Report 				
 FERPA Directory Restrictions 				
 Holds on Account 				
 Home and Mailing Addresses 				
 Housing Roommate Search 				
 Name on Diploma or Degree 				
o Phone Numbers				
○ PIN				
 Emergency Contacts 				
 Preferred Name 				

3. Enter the mobile number (and any other numbers that you wish to share). Indicate which number is the preferred default and save. By entering your mobile number, you can now receive texts from GradesFirst.

Phone Numbers					
Phone Type	*Telephone	Extension	Preferred		
Mobile				Delete	
Home				Delete	
Uof L Work				Delete	
Add a Phone Number * Required Field Save					

There's More...

Take a moment to look through the other links on the Personal Information tab. You can enter your "preferred name" (nickname), keep your addresses up-to-date, check into holds on your account, just to name a few.

Spend time becoming acquainted with ULink Student Services. It's there just to help you find success at UofL!