DIRECTIONS TO UPDATE EMERGENCY CONTACT INFORMATION

- 1) Go to my.hollins.edu and log in with your Student ID and password
- 2) On the right side of your screen, click Hollins Information System
- 3) Login when prompted
- 4) Click on Personal Information then click Update Emergency Contacts
- 5) Click New Contact
- 6) Complete Form
- 7) Click Submit Changes

Home > Personal Informat	ion									
Personal Information Financial Aid Student Services										
T	Change Security Question	View Addresses and Phones	View E-mail Addresses	View Emergency Contacts						
→	Update Emergency Contacts	Name Change Information	Change your PIN Need to update your PIN? Change it here.							

Update Emergency Contacts

Emergency Contacts

Home > Personal Information > Update Emergency Contacts

Update Emergency Contacts

Home > Update Emergency Contacts

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View E	mergency Co	ntacts Employee Profile	Middle Name:					Ī
			Last Name:					
			Address Line 1:					
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6			Address Line 3:					7
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This QR code will also take you to Step 1 to log in.