

Student Center

Keep Current/ Contact Info Update

Please note: If you have previously completed any of the below updates, you will not be prompted to complete them again. Because of this, the following may not be presented in the same order as pictured.

KEEPING CURRENT - Once you arrive at the KEEPING CURRENT Screen, you will see one of the following prompts/question, regarding the status of your Cell Phone Number:

The screenshot shows the UMEs Student Center interface. At the top is the UMEs logo. Below it is the title 'Maintain Cell Phone Number'. The main content area is titled 'KEEPING CURRENT' in red. It contains three paragraphs of text explaining the purpose of the update and providing instructions. Below the text are two sections: 'Cell Phone on File' and 'Existing Preferred Phone Number'. The 'Cell Phone on File' section has two input fields: 'Cell Phone' and 'Preferred N'. The 'Existing Preferred Phone Number' section has two input fields: 'Preferred Phone Number' and 'Preferred Phone Type HOME'.

This is a prompt box titled 'Cell Phone Does Not Exist'. It contains the text: 'You do not have a cell phone number on file. Would you like to add one?'. Below the text are two radio buttons: 'Yes' and 'No'.

If, Yes is selected, a field to enter your Cell Number will appear. Type your number (Just the numbers, no spaces/dashes are needed), then click Enter. (Any newly added Cell Number will automatically be listed as “Preferred”.) You will then be automatically taken to the next information update prompt.

If, No is selected, you will then be automatically taken to the next information update prompt.

This is a prompt box titled 'Preferred Flag'. It contains the text: 'Would you like to make this cell phone number preferred?'. Below the text are two radio buttons: 'Yes' and 'No'.

If, Yes is selected, a field to enter your Cell Number will appear. Type your number (Just the numbers, no spaces/dashes are needed), then click Enter. (Any newly added Cell Number will automatically be listed as “Preferred”.) You will then be automatically taken to the next information update prompt.

If, No is selected, you will be given the next prompt.

Change Cell Phone Number

Above is the Cell Phone on file, Would you like to change it?

☐ Yes
☐ No

If, Yes is selected, a field to enter your Cell Phone Number will appear. Type your number (Just the numbers, no spaces/dashes are needed), then click Enter. You will then automatically be taken to the next information update prompt.

If, No is selected, you will be given the next prompt.

Delete Cell Phone Number

Do you wish to delete this cell phone number?

☐ Yes
☐ No

If, Yes or No is selected, and you will automatically be taken to the next information update prompt.

CRISP – COVID 19 AUTHORIZATION - Read authorization, and select Authorized or Declined

Once your selection has been made, you will then be taken to the Student Center Dashboard.



ID
Date of Birth
Gender

Primary Address

Addr1
Addr2
City State
ZIP

CRISP - COVID 19 AUTHORIZATION

I hereby authorize the Chesapeake Regional Information System (CRISP) to release certain limited health information pertaining to me. The information is to be released to the University of Maryland Eastern Shore. **The information I wish to be released is limited to: the results of any COVID-19 test administered to me, from this date until the termination of this authorization.** The purpose of this disclosure is to facilitate University of Maryland Eastern Shore's efforts to reduce the spread of COVID-19 among the campus community and surrounding population, and to facilitate state and local contact tracing efforts.

I understand:

- This authorization is voluntary.
- My ability to participate in University activities cannot be conditioned on my signing this authorization form.
- I may print or receive a copy of this form.
- I may inspect my protected health information without signing this form
- This authorization will expire one (1) year from the date of my signature, unless I revoke it sooner.
- This authorization to disclose information may be revoked by me at any time, except to the extent that action has been taken prior to receipt of revocation. To revoke authorization, I understand that I may click on the link in the Student Center and choose decline. It may take up to two business days to revoke the authorization.
- I understand that once information covered by this authorization has been disclosed redisclosure of the information by that recipient is possible and the information may no longer be protected by federal law but may be protected by Maryland law.

Please click AUTHORIZED below.

☐ Authorized
☒ Declined

SUBMIT

MISSING PERSON MEMORANDUM – Please review the full memorandum, then click “Please Click After Reviewing” to continue.



Missing Person Memorandum

*** Please Click After Reviewing ***

Registration of Confidential Contact(s) for Missing Students Who Reside in On-Campus Housing or Off-Campus Housing



- All students, faculty, and staff have the option to identify confidentially an individual(s) to be contacted by the University of Maryland Eastern Shore Department of Public Safety in event they are determined to be missing for more than 24 hours. If a student has identified such an individual, the Department of Public Safety will notify that individual no later than 24 hours after the student is determined to be missing. All students who wish to identify a confidential contact, regardless of living in "on-campus" or "off campus" housing can do so by completing the following form or contacting the UMES Public Safety Department and completing a "Confidential Missing Person Notification Form".
- If a member of the University Community has reason to believe that a student is missing that resides in on-campus housing, they should immediately notify the Department of Public Safety at 410-651-3300. All possible efforts will be made to locate the student to determine his or her state of health and well-being through the collaboration of Public Safety and the Office of Residence Life. Other campus entities will be contacted as necessary.
- If the student is a resident of on-campus housing, a welfare check will be made, including the student's room in campus housing. If the student is an off-campus resident, the Department of Public Safety will enlist the aid of the neighboring police agency having jurisdiction.
- Concurrently, University officials will endeavor to determine the student's whereabouts through contact with friends, associates, and/or employers of the student. Determine whether or not the student has been attending classes, labs, recitals and scheduled organizational or academic meetings, or appearing for scheduled work shifts. If located, verification of the student's state of health and intention of returning to the campus will be made. When and where appropriate, a referral will be made to the UMES Health or Counseling Center.
- If not located, notification of the student's family will be made within 24 hours of receiving the initial report to determine if they know of the whereabouts of the student. If the student is an off-campus resident, appropriate family members or associates are encouraged to make an official missing person report to the law enforcement agency having jurisdiction. If the missing student is under the age of 18 and is not an emancipated individual, the UMES Department of Public Safety, will notify the student's parent or legal guardian immediately after the Public Safety Department has determined that the student has been missing for more than 24 hours.
- It's imperative that students update their emergency/home contact information as recorded in the University of Maryland Eastern Shore student data base to assist with notification efforts. The UMES Department of Public Safety will cooperate, aid, and assist the primary investigative agency with all means possible. If the student is an on-campus resident, the UMES Department of Public Safety will open an official investigation and retain status as the primary investigation agency. Upon closure of the missing person investigation, parents and/or legal guardian, and the "confidential contact" if 18 years of age or older will be advised of the status of the case.

EMERGENCY CONTACT – Student must fill in the “Emergency Contact Details” completely. Please confirm any existing Emergency Contact information and click “SAVE”. If you have no Emergency Contact information listed click “ADD an Emergency Contact” entering all details and “Save”, to continue.

- If you currently have and Emergency Contact listed: Click the pencil symbol to edit as needed.

Emergency Contacts

Below is a list of your emergency contacts. To edit the information for a contact, select the Edit button.
To add a contact, select the Add an Emergency Contact button.

Primary Contact	Missing Person	Contact Name	Phone	Extension	Country		
<input checked="" type="checkbox"/>	<input type="checkbox"/>						

Add an Emergency Contact

Save

- If you do not have any Emergency Contact information listed:

Emergency Contacts

Emergency Contact Detail

*Contact Name

*Relationship

Parent

Contact's Address

☒ Same Address as Individual

Address Type

Home

Country

United States

Address

Contact's Phone

☐ Same Phone as Individual

Phone

Extension

Please include the country code in the phone number if needed

Other Telephone Numbers

*Phone Type	Phone Number	Extension	Country Code	
Cell - Mobile				

Add a Phone Number

Save

[Return to Emergency Contacts Summary](#)