

# Murray State University Emergency Notification System myGate Information Change

University of **Racer Alert** Emergency Notification System uses the information you provide in your

Step 1: To begin, direct your browser to:

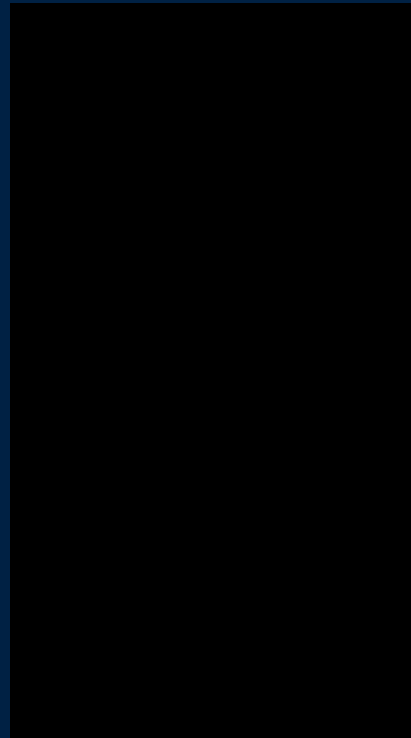
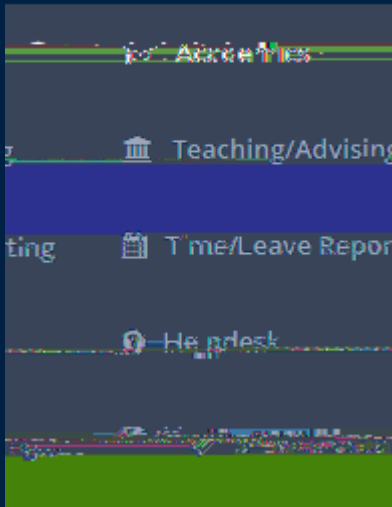
<https://mygate.murraystate.edu>

Log in to your myGate Account

Step 2: From the myGate home screen, select

on the left side of the screen

Financial Aid





Step 3: Employees follow the link  
a the bottom right of the page

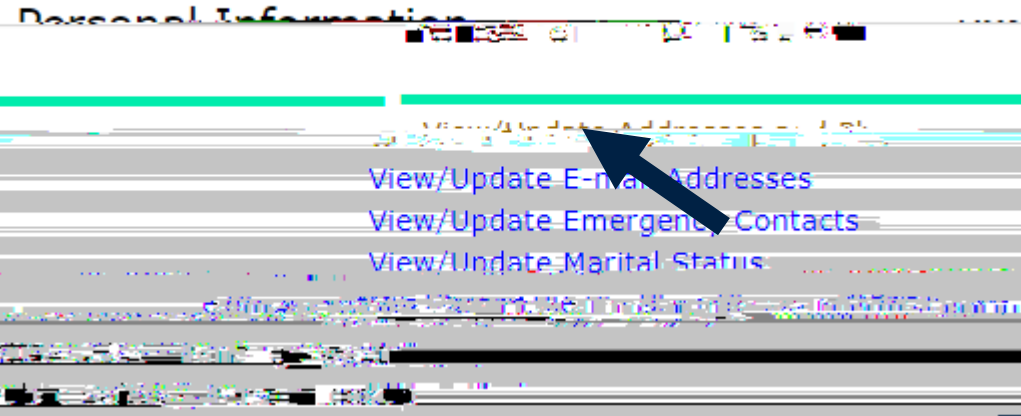
Self-o #



Step 3: Look for the Student Links  
section of your myGate page



Search



Step 5: Select View/Update Addresses and Phones link

A screenshot of a data table with several rows of information. A blue button labeled "[ Update Addresses and Phones ]" is positioned to the right of the table. A blue arrow points from the button towards the table.

Step 6: Select Update Addresses and Phones

A screenshot of a table with two columns: "Addresses and Phones" and "Phones". The "Addresses and Phones" column has a sub-header "Permanent/Home". The "Phones" column contains a link that is highlighted with a blue arrow.


| Addresses and Phones | Phones                   |
|----------------------|--------------------------|
| Permanent/Home       |                          |
|                      | <a href="#">[ Link ]</a> |

Step 7: Select the Cellular Phone link

| Phone Type                           | Area   | Phone | Ext | International | Unlisted | Delete |
|--------------------------------------|--------|-------|-----|---------------|----------|--------|
| Drop Down                            |        |       |     |               |          |        |
| Drop Down                            |        |       |     |               |          |        |
| Drop Down                            |        |       |     |               |          |        |
| Drop Down                            |        |       |     | OR            |          |        |
| Drop Down                            |        |       |     | OR            |          |        |
| Drop Down                            |        |       |     | OR            |          |        |
| Drop Down                            |        |       |     | OR            |          |        |
| Submit                               | Submit | Reset |     |               |          |        |
| Select a Different Address to Update |        |       |     |               |          |        |

Step 8: Use the Drop Down menu to select Cellular Phone or, if you already have a cell phone number entered, type the new number in and click the Submit button.





You have now completed the process for updating your cellphone number to receive emergency texts. To add family members or additional phone numbers for emergency text messages, follow the instructions provided on the Racer Alert webpage:

<http://murraystate.edu/raceralert>

Questions regarding Racer Alert  
Emergency Notification?

Contact the Murray State Police at  
(270) 809-2222 or  
by email at

[MSU.RacerAlert@murraystate.edu](mailto:MSU.RacerAlert@murraystate.edu)