

An active email address is required for continued access to your unofficial transcript.

Ursinus Email for all graduating students will be terminated weeks after graduation. As a graduating student you can retain your access to Student Self-Service (access to Unofficial Transcripts, Grades etc.) by verifying and updating your "**Personal Email**" on Student Self-Service.

Please follow instructions below to update your personal email address.

USER ACCOUNT		
FINANCIAL INFORMATION		
FINANCIAL AID		
ACADEMIC PLANNING		
Student Planning		
ACADEMIC PROFILE		
CHANGE MEAL PLAN		

Under Self-Service for Students – Click on Student Planning

Once you are in Student Planning - Click on your Name - Click on User Profile

SELF-SERVICE Thread Calley	٢	? 1666
User Options v User Profile	User Profile	
About You	Emergency Information	
	View/Add Proxy Access	
	Change Proxy User	
	Account Preferences	

Under User Profile – Please add or make changes to your Personal email address if it is incorrect by clicking edit and then click **Confirm** (in the blue box) after adding/editing

Email Addresses						
Last Confirmed On: Click to confirm that the email(s) below is	s accurate as of today.			Confirm		
Add New Email						
Email		Туре	Preferred			
sestudent@ursinus.edu		Ursinus	0			
seniorstudent@gmail.com		Personal		\otimes		