Your participation is needed!

Emergency and Missing Person Contact Information

Annually updated emergency and missing person contact information is one of the many ways Pacific University strives to create a safe community. It is imperative for all current and incoming students to have this information on record. Furthermore, we ask that all students access this site at the beginning of each school year (or whenever a change has occurred) and confirm that the existing contact information remains accurate.

Please visit https://sserv.pacificu.edu/Student/UserProfile/EmergencyInformation to complete your Emergency and Missing Person Contact Information.

Adding a New Emergency and/or Missing Person Contact to Your Information

Click on the plus sign icon labeled “Add New Contact” and complete the subsequent popup screen titled “Emergency Contact Information.” Be sure to indicate whether this information is for Emergency Contact use, Missing Person use, or both; there is not a limitation on the number of contacts that can be added into the system. The following fields are also available to complete at the student’s discretion: Health Conditions in Case of Emergency, Hospital Preference, Insurance Information, and Additional Information.
Once all information has filled out and reviewed, please click on the “Add Contact” button located at the bottom right hand corner of the screen. After the contact information is saved in the system, a final confirmation will be required.

Confirming Existing Emergency and Missing Person Contact Information

To confirm all information is correct, click on the “Confirm” button in the yellow alert message box at the top of the screen. A blue message box will appear with your date of confirmation. This action item is considered complete, once you have received your date of confirmation. Please review your confirmed date in the system by September 30th each year.

Per FEPRA regulations, this confirmed information will only be used if the institution determines that it is “necessary to protect the health or safety of the student or other individuals.” A record will be made of all disclosures, along with the “articulable and significant threat” that is the reason for the use of this information.

-Thank you for actively taking part in maintaining a safe community-