New Process for Updating Emergency Contact Information

Effective at 11 a.m. on July 8, 2025, Information Technology Services (ITS) is transitioning the process for managing emergency contact information from myWSU to Everbridge, WSU's alert system for communicating during emergencies.

This change will impact how WSU faculty, staff, and students update contact details used for campus emergency notifications.

Upcoming Changes

As part of this transition, the current application for updating emergency contact information in myWSU will be retired on July 8. Moving forward, Everbridge will serve as the primary platform for emergency contact information management.

The current Emergency Notification tile and button will remain in myWSU and will redirect users to Everbridge.

Automatic Enrollment

Starting July 8, all WSU faculty, staff, and students will be automatically enrolled in Everbridge. Contact information will be sourced from the WSU email addresses and phone numbers listed in myWSU (for students) and Workday (for employees). Emergency notifications will also be enabled by default.

Manage Your Preferences

Following this transition, WSU users may access Everbridge to update their contact details, adjust notification preferences (such as opting in or out of text, email, or voice alerts), or resubscribe if previously opted out.

The following resources provide additional guidance for managing emergency contact details starting July 8:

- WSU Everbridge Enrollment
- WSU Everbridge Opt Out

WSU Everbridge Resubscribe

Contact Us

For questions or technical support, please contact Crimson Service Desk via email at crimsonservicedesk@wsu.edu or phone at 509-335-4357.

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