## **Instructions - Sign Up For Text Messaging**

By signing up for text messaging, standard text message rates will apply. Text messages are intended as reminders; always verify obligations by checking the appropriate location on the ATSU Website. **NOTE:** If you are a pre-paid cell phone user, such as Trakfone, you will need to find the cell phone carrier your phone is associated with.

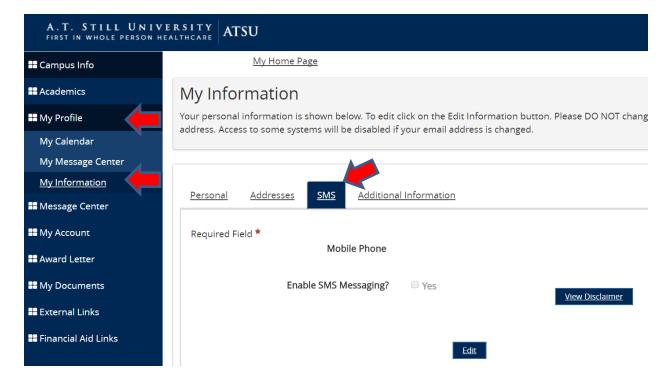
- 1. Go to <a href="http://freecarrierlookup.com">http://freecarrierlookup.com</a>
- 2. Enter your cell phone number with area code
- 3. Press the Cellphone Info button
- 4. The carrier will be listed. Use this carrier name for signing up for text messaging

## Log in to the ATSU CampusVue Student Portal

- 1. Open a web browser and navigate to <a href="my.atsu.edu">my.atsu.edu</a>.
- 2. Log in using your ATSU username and password.
- 3. Navigate to Resources > Academic Resources Menu, and then click on Campus Nexus Student Portal.

## Find the My Profile Center

- 1. From the menu on the left-hand side of your screen, click on the My Profile>My Information.
- 2. Select the blue SMS Tab, and then click Edit at the bottom.
- 3. Enter your Mobile Phone Number, select Enable SMS Messaging, View and Accept Disclaimer and then select your Mobile Provider and Save.



IMPORTANT: If you change mobile phone numbers or carriers, you can use this screen to update your information.