Registering for Emergency Text Message Notification

Signing up to receive emergency text messages begins on e-campus. Navigate to e-campus through either www.sbts.edu or www.inside.sbts.edu.

Clicking the e-campus link will bring you to the e-campus homepage. Login using your assigned username and password. (or click I forgot my password to receive your password via e-mail).

Now, let’s begin with a look at the e-campus procedures for students (skip to page 3 for staff procedures)

Click on Student-Registration-Fees

This page should display
Click on the link that says “You must update your student information”

This will display the Student Information Form

Scroll down, completing all required information until you reach the text messaging options box

Enter your phone number and choose your provider

Be sure to check this box

Lastly, continue to scroll down, completing required information, then click submit.

Note that you must complete all required information every time you submit this form.
Now for Staff...

Click on employees

This page should display

Click the link that says

“Update your Text Messaging Information”

This will display the Text Messaging Information Form

Select yes from the drop-down box

Be sure to check this box

Lastly, click submit