Step 1: If you are not currently receiving text messages from the CougarAlert system and would like to, please log into MyCharleston (my.cofc.edu) and visit the **Update Your Phones for CougarAlert** link located in the CougarAlert channel under the MyAccounts tab.

Step 2: If your cell phone number is not listed or is designated as anything except Cell Phone with Text, you will not receive text messages. To change this, insert a new entry with your cell phone number. Click **Insert a New Telephone Number Not Listed Above**.
Step 3: Enter your cell phone number and make sure that Phone Type is set to **Cell Phone with Text**.

Update CougarAlert to Receive Text Messages (Continued)

Step 4: Check to make sure the update is reflected.