Changing your Phone Number in MyOhio Student Center

1. You may only do this step if you have a US phone number.
2. Log into your **MyOHIO Student Center** and find the **Personal Information** box.
3. Click on the drop down "Favorites" menu and select "Student Center"
4. Click the drop-down menu that says **Other Personal Information** and scroll down to **Phone Numbers**; click the blue arrow next to the box.

5. Click on **Add A Phone Number.**

6. Select **Cell Private** in the Phone Type drop-down menu.

7. Type your US phone number in the telephone box. <u>**DO NOT**</u> include the country code, or +1. <u>**ONLY**</u> enter numbers into the box (no symbols or dashes). <u>**The number must be 10 digits long.**</u>

8. Check the **Preferred** check box. Leave the **Ext** and **Country** boxes blank.

9. Click **Save**.