1. Login to the MyUTRGV student portal using an approved web browser. Banner 9 Self-Service Registration is recommended on this web browser:

2. Select the Application **ASSIST**.

3. Select Student **Self Service**.

4. Click on **Student Profile**.

5. The **Student Profile** landing page is displayed.
6. Click on **Personal Information**

![Personal Information Menu]

7. In the Personal Information landing page, you will be able to edit/add Personal details, Email, Phone number, Address, Emergency contact, and Additional details.

   a. To edit your personal details, click on **Edit**.

![Personal Information Edit Page]
b. To add a new email, click on **Add New**.

![Email Table]

**UTRCV Assigned Email (Preferred)**
- brownsville.vaquero@utrgv.edu
  (Not Updateable)

**Application Email**
- BRWvaquero@gmail.com

![Email Icons]

**Add New**

**c. To add a new phone number, click Add New, to edit click the Pencil icon, or to delete click the trash can icon.**

![Phone Number Table]

**Call Phone (Primary)**
- 956 1234567

**Mailing**
- 956 9876543

![Phone Icons]

**Add New**

**d. To add a new address, click on Add New, to edit click on the Pencil icon, or to delete click the trash can icon.**

![Address Table]

**Permanent**
- Current
- 11/25/2018 - (No end date)
- 1234 Vaquero Lane
- Brownsville
- Texas 78520

![Address Icons]

**Add New**

**e. To add a new emergency contact, click on Add New, to edit click on the Pencil icon, or to delete click on the trash can icon.**

![Emergency Contact Table]

**1. Edinburg Vaquero Emergency Phone**
- 1234 Vaquero Lane
- Edinburg
- Texas 78539

![Emergency Contact Icons]

**Add New**

**f. To edit additional details, click on the Pencil icon.**

![Additional Details Table]

**Ethnicity and Race**
- Hispanic or Latino
  - White

**Veteran Classification**
- I am not a veteran

**Disability Status**
- Status not available

![Additional Details Icons]