



Maricopa Emergency Management System Emergency Notification Recipients

MCCCD Information Technology Services

About MEMS

The Maricopa Emergency Management System (MEMS) is an emergency notification system being used by Maricopa districtwide to communicate emergency messaging to all students, employees, and interested parties. All students and employees are automatically enrolled in MEMS for text and email notifications. Contact Information for emergency messaging is populated by data stored in other systems. This tip sheet is designed to assist emergency message recipients with information on where to go to validate and/or edit contact information so that emergency messaging can be delivered and received by the intended audience. Please refer to the instructions below to ensure that your contact information is accurate.

Emergency Notification Recipients

Students

Students can manage their Contact Information in **Student Center** (<https://redirect.maricopa.edu/student-center>). Be careful not to confuse your "Emergency Contact" with your Contact Information. To update your Contact Information, click on "Profile". Next, click on "Contact Details".

Employees

Employees can manage their Contact Details in **HCM**. Be careful not to confuse your "Emergency Contacts" with your Contact Details. To update your Contact Details, click on "Personal Details" under "Employee Self Service." Next, click on "Contact Details." Click on the appropriate hyperlinks to edit your Contact Details.

Employees who are also Students

Employees who are also Students will have two profiles in RAVE, one as an employee and one as a student. Manage your Contact Details as an employee in **HCM** and as a student in the **Student Center**. See instructions above for Employees and Students.

Community Members, Contractors, Vendors, or Other Interested Parties

Interested parties who do not have logon credentials to Student Center or HCM should register to receive emergency alerts from **Maricopa's Opt-In Portal**: <https://getrave.com/login/maricopa-community>.

Want Alerts from Additional Maricopa Colleges?

Employees and/or students who want alerts from **additional** Maricopa Colleges other than what they are currently affiliated with can register to receive those additional alerts from **Maricopa's Opt-In Portal**: <https://getrave.com/login/maricopa-community>.