

### How to Update your Contact Information Via the BSL Extranet:

In the event that we need to contact you, it is important that we have your most current contact information in the law school database. In the past, we've had trouble relaying important information to students due to an incorrect phone number or mailing address. Please keep in mind that it is your responsibility to keep your contact information current.

To check/update your information:

- Go to [www.law.unlv.edu](http://www.law.unlv.edu)
- Click on **Extranet** located on the left side of the page
- Choose student and log in with user id and password provided to you by the IT department or the registrar office
- Click on the **Edit personal information** link – located on the left side of the page under the Extranet heading
- Read the instructions at the top of the page
- Check your contact information and make necessary changes
- Click on **Update Listing** button at the bottom of the page

Once you update your information via the Extranet, we will then go ahead and update your information with the main UNLV computer system.