

How to Opt-In/Opt-Out for Confidential Students

As a student, you will automatically receive an email and a voice message to primary phone number on file, unless you indicated to keep your directory information confidential. A student, who is "confidential", must register via STARS Online to grant permission for receiving emergency notifications by following the directions below:

1. Navigate to the Rhodes State College homepage (www.rhodesstate.edu). Select the STARS Online link from the Quick Links Menu.



2. Choose "Click Here to Proceed to STARS Online".

STARS Online

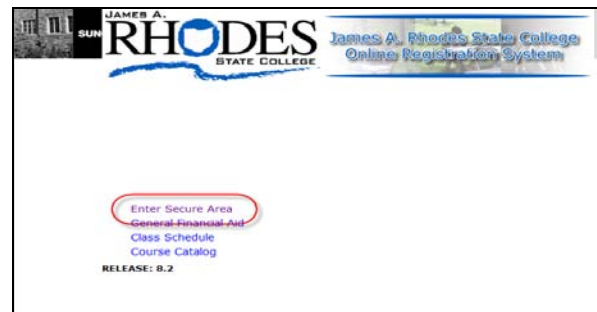
IMPORTANT MESSAGE

Important Registration & Payment Dates and Other Information

- Winter Quarter 2011 on-time registration for all continuing Allied Health and Nursing students begins October 18, 2010.
- Winter Quarter 2011 on-time registration for all other continuing students begins October 25, 2010.
- Winter Quarter 2011 fees are due by 5:00pm on Wednesday, December 15, 2010 or registration will be canceled. Students whose registration is canceled for non-payment will be assessed a \$50 Late Registration Fee.
- All College offices will be closed December 24 through January 2. Offices will re-open on Monday, January 3 from 8:00am – 5:00pm.
- The bookstore will be open Monday, December 27 through Thursday, December 30 from 8:00am – 5:00pm.
- Winter Quarter 2011 classes begin January 3, 2011.
- Refer to Important Advising, Registration and Fee Payment Dates for refund dates. [Important Fall 2010 Registration Dates](#)
- REMINDER: If you are planning to graduate at the end of Winter Quarter 2011, your graduation petition is due by October 15, 2010. If you are planning to graduate at the end of Spring Quarter 2011, your graduation petition is due by January, 15, 2010.

• [Click Here to Proceed to STARS Online!](#)

3. Choose "Enter Secure Area" and enter your User ID and PIN.



4. If you are "confidential", it will appear under the welcome bar.

Main Menu

Welcome to Rhodes State STARS Online!

CONFIDENTIAL: Your current status is listed as confidential, indicating your contact information is available to authorized persons only!

Personal Information
Update addresses, contact information or marital status; revise name or social security number change information; Change your PIN.

Student Services
Register, View your academic records

Financial Aid
Apply for Financial Aid; Review the status of your financial aid applications; Check Financial Aid holds; Review Loans.

[Return to Homepage](#)

5. Choose "Personal Information" from the Main Menu.

The screenshot shows the top navigation bar with 'Personal Information', 'Faculty Services', and 'Advising Suite' tabs. Below is a search bar with a 'Go' button. The main heading is 'Main Menu'. A welcome message reads 'Welcome, [name] to Rhodes State STARS Online! Last web access [date]'. The 'Personal Information' link is circled in red. Other links include 'Update addresses, contact information or marital status; review name or social security number change information', 'Faculty & Advisors', 'Enter Grades and Registration Overrides, View Class Lists and Student Information', and 'Return to Homepage'.

6. Choose "Emergency Notification System Opt-In/Out". (Option will be unavailable if you are not marked as a "confidential".)

The screenshot shows the 'Personal Information Menu' with a list of options: 'Change Security Question', 'View Addresses and Phones', 'Update Addresses and Phones', 'View E-mail Addresses', 'Update E-mail Addresses', 'View Emergency Contacts', 'Update Emergency Contacts', 'Update Marital Status', 'Name Change Information', 'Social Security Number Change Information', 'Change your PIN', 'Need to update your PIN? Change it here.', 'View Rhodes ID and Username', and 'Emergency Notification System Opt-In/Out'. The last option is circled in red. A footer note reads 'RELEASE: 8.3'.

7. Select Opt-in or Opt-out, and press "Submit"

The screenshot shows the 'Emergency Notification System Opt-In/Out' form. It has a yellow header bar. The title is 'Emergency Notification System Consent'. The text reads: 'You are currently listed as "Confidential". To receive electronic alerts, you will need to click "Opt-In" below. If you wish to withdraw your consent, you will need to click "Opt-Out" below.' There are two radio buttons: 'Opt-In: ' and 'Opt-Out: '. A 'Submit' button is at the bottom.

8. If you need additional assistance, please contact the Rhodes State College Help Desk at 419-995-8069.