POUNCE: UPDATING EMERGENCY CONTACT INFORMATION
As a student, it is important to keep your personal contact information up to date. Having the correct information listed in our system of record will ensure the communication you or those you have designated as your emergency contact(s) receive is current and arrives to the appropriate destination.

As a student, it is your responsibility to ensure your personal contact information is kept up to date at all times.

INSTRUCTIONS
1. Log into POUNCE.
https://pounce.augusta.edu/
2. Select “Personal Information” from the top menu.
3. Select Update Emergency Contact from the options.
4. Update the information, as needed.
Update Emergency Contacts

Complete your emergency contact information update and Submit Changes.

Remove Contact: 
Order: 
Relationship: Not Applicable
First Name: 
Middle Name: 
Last Name: 
Address Line 1: 
Address Line 2: 
Address Line 3: 
City: 
State or Province: Not Applicable
Zip or Postal Code: 
Country: United States of America
Area Code
Phone Number
Extension
Telephone:

Submit Changes  Reset

5. Review for accuracy.
6. Submit.

CONTACT
If you have any additional questions, please contact our office at registrar@augusta.edu.