Entering your phone numbers in PAWS

▶ *In order to maintain your F-1 visa status, you are required to have a current phone number on file.*

▶ *Follow the steps in this document to update your information in PAWS.*

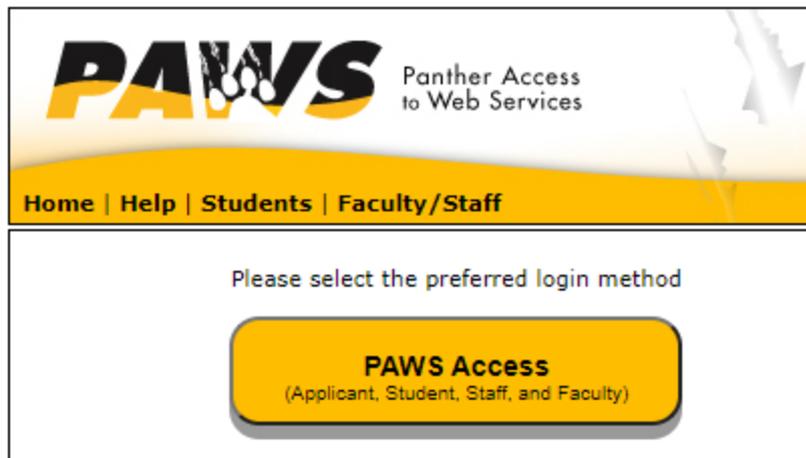▶ *If you do not have a U.S. phone number yet, make sure you update PAWS as soon as you have one.*

Steps to update your phone numbers in PAWS

▶ *Step 1: Log in to PAWS*

▶ *Step 2: Click on the "Mailing" text above your phone number*

▶ *Step 3: Edit and Save your phone numbers*

See the following slides for screenshots and detailed instructions on each step.

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Step 1: Log in to PAWS

▶ *Open www.uwm.edu/paws*

▶ *Click on the "PAWS Access" button*

▶ *Log in with your UWM ePanther ID and Password*

Step 2: Click on the "Mailing" button above your phone number

▶ *On your landing page, find the "Personal Information" section*

▶ *Click on the "Mailing" button above your phone number (under your mailing address) to update your phone number*

Step 3: Edit and Save your phone numbers

▶ *When redirected to the next page, you will see multiple phone numbers.*

Step 3: Edit and Save your phone numbers

▶ *Review your listed phone numbers*

▶ *Edit, delete, and choose your preferred phone number*

    ▶ *Your MAILING phone number should be a U.S. phone number and marked as your preferred phone number.*

    ▶ *Only enter the number of your phone number, no special characters (special characters include + or -)*

▶ *Click the "Save" button*

Make sure to update your Phone numbers in PAWS when any changes are made.