How do I update or add my personal cell phone number in Banner?

Show Me

Tell Me

Note
In order to update some personal information in Banner you will be required to verify your identity using your alternate email or phone number. If you do not have any alternate verification methods on file, please contact the IT Service Desk at 704-687-5500.

To UPDATE your personal cell phone number follow these instructions:

1. Log into My UNC Charlotte
2. Click on Banner Self Service
3. Select Personal Information
4. Click Update Address(es) and Phone(s)

To ADD your personal cell phone number follow these instructions:

1. Log into My UNC Charlotte
2. Click on Banner Self Service
3. Select Personal Information
4. Click Update Address(es) and Phone(s)
5. Verify your identity using one of the options presented

6. Complete the verification process by checking your alternate email or text message

7. Enter the identification code; click Continue

8. Click on the Cellular Phone: link

9. Enter updated cell/mobile phone number in the text box

10. Click Submit

Related FAQs

- What is Legacy Banner Self Service?
- How do I log into Legacy Banner Self Service?
- How do I setup my password for Legacy Banner Self Service?
• How do I access Banner Self Service?
• How do I view or edit my personal (non-uncc) address or phone number in Banner?