

SUNY NY-Alert

Student Registration Instructions

Here is how you can participate in SUNY NY-Alert.

1. Log into myRedDragon
2. Go to the Student Tab
3. Select Main Menu (under the Registrar Channel)
 - a. If this is your 1st time in BannerWeb you should be directed to the “Emergency Alert Notification” registration survey page
 - b. If not, you can enroll or modify your enrollment by selecting the “Personal Information” tab
4. Select “SUNY NY-Alert Enrollment”
5. Check “Emergency Alert Notification”
 - a. click CONTINUE
6. Select “*I would like to register for this service now and receive any alerts sent to the campus community*”
 - a. click CONTINUE
7. Check the email address(es) you would like SUNY NY-Alert messages sent to
 - a. click CONTINUE
8. Edit or add email addresses and select the format you wish your emails to be received
 - a. click CONTINUE
9. If you have a cell plan with text messaging, under the “Text Messaging” area enter your cell phone number and select your network (ex. AT&T, Verizon, ...)
 - a. click CONTINUE
10. Review your contact information, if all is correct
 - a. Click REGISTER ME WITH NY-ALERT
11. You have successfully register with us for SUNY NY-Alert

Types of alerts you could potentially receive are:

- **Weather** - severe weather conditions to include flooding, snow/ice/cold, thunderstorm, wind, tornado or hurricane.
- **Bomb Threat** - based on intelligence that indicates the threat is credible.
- **Civil Disturbance** - large group disrupting normal campus activities.
- **Fire** - large-scale fire to building(s), wildfires, local community or industry that endangers campus.
- **Hazardous Material** - dangerous material, chemical, biological, nuclear spreading from a contained area.
- **Major Road Closing/Incident** - unanticipated event that would disrupt safe passage to and from campus.
- **Medical Emergency** - pandemic or an event with mass casualties.
- **Personal Safety** - situations that include use of weapons, violence, perpetrator(s) at large, active shooter, hostage situation or missing persons. Any situation, on or off campus, that, in the judgment of the Chief Administrative Officer or designee, constitutes an on-going or continuing threat to person or property.
- **Suspicious Package** - reasonable belief that a package may contain chemical, biological or nuclear substance that would cause harm to persons or property.
- **Utility Failure** - a major disruption or damage to utilities including gas, electrical or water.