UTS Insearch
UNIVERSITY OF TECHNOLOGY SYDNEY

Confirming your contact details in eStudent

Item	Detail
Purpose	The purpose of this guide is to provide instructions on how to update your contact details in eStudent. **Important:** • You will need your UTS Insearch student ID and password.

Sign in to eStudent using your UTS Insearch Student ID and password.

eStudent
https://estudent.insearch.edu.au
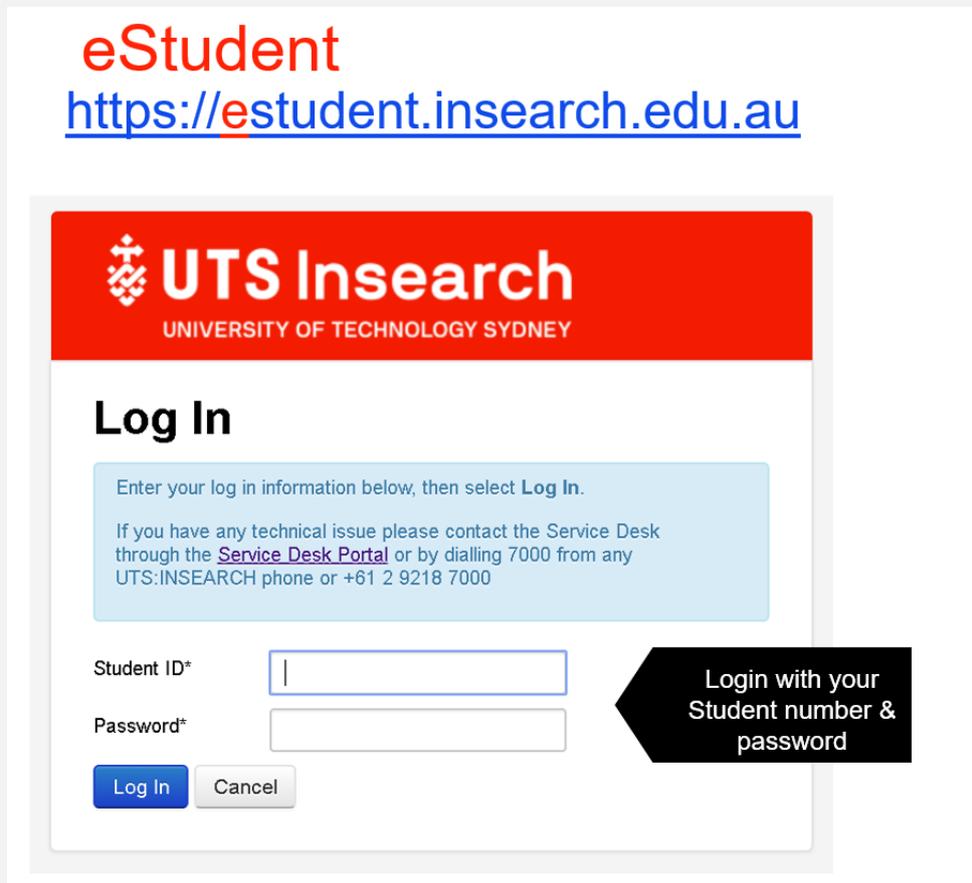
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Log In
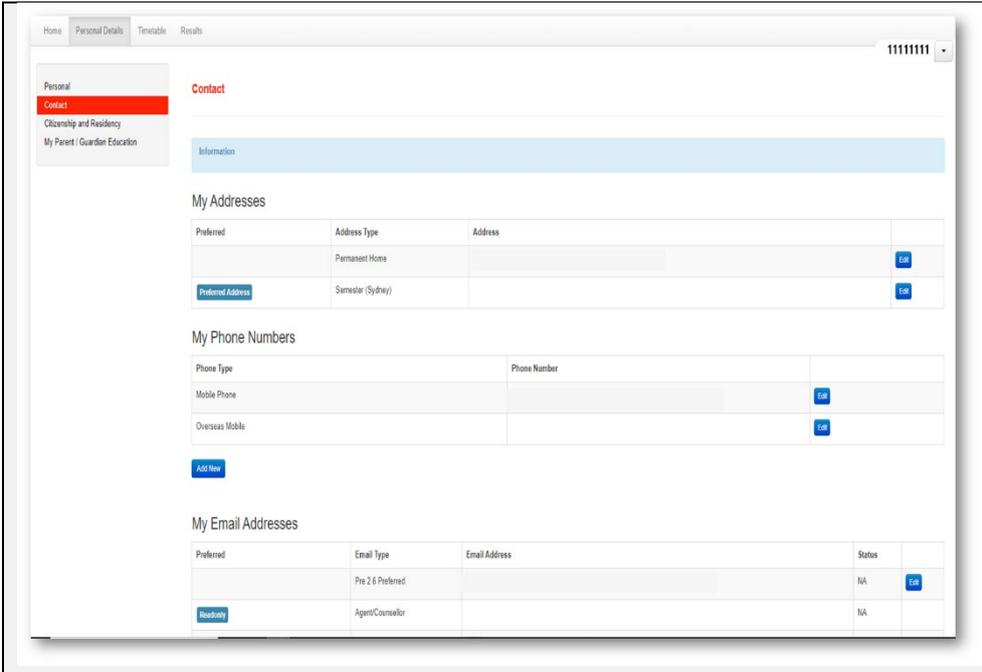
Enter your log in information below, then select **Log In**.

If you have any technical issue please contact the Service Desk through the Service Desk Portal or by dialling 7000 from any UTS:INSEARCH phone or +61 2 9218 7000

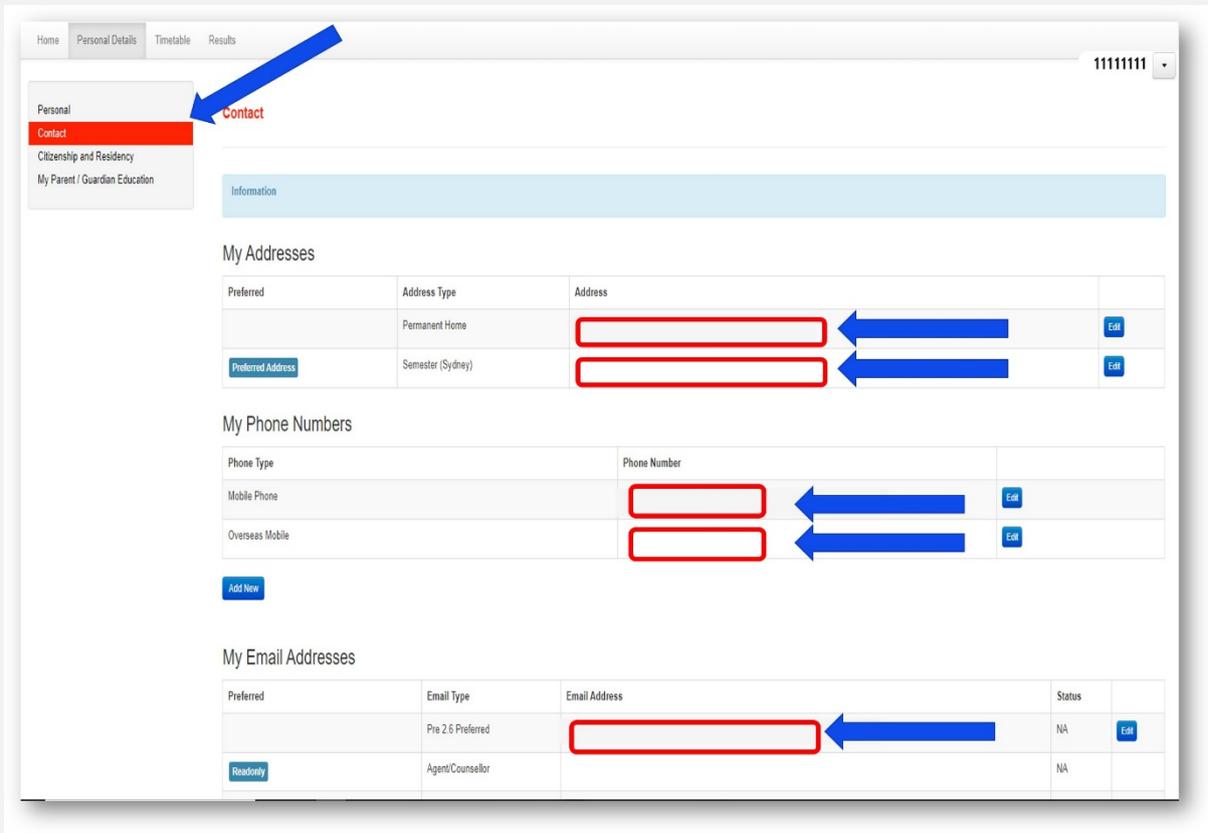Student ID* [   ]

Password* [   ]

Login with your Student number & password

Log In   Cancel

From the **Personal Details** tab at the top of the page, click **Contact.**

Next, confirm that your address, mobile phone number and preferred email address is correct.

To update address, go to My Address section and click edit and once the address updated, click **confirm** Address.

Personal
Contact
Citizenship and Residency
My Parent / Guardian Education

Address > Change details

Information
Add or modify your address details, then select an option below to continue.
Note: Suburb / Town, State and Postcode must be entered if the Country of your address is 'Australia'.

Address Type	*	Semester (Sydney) ▼
Address line 1		update your new address here
Address line 2		
Address line 3		
Suburb/Town		Suburb
State		state
Postcode		
Country		China (PRC) ▼

Confirm Address **Cancel**

To update Phone number, go to My Phone number section and click **edit** and once the phone number updated, click **save**.

Personal
Contact
Citizenship and Residency
My Parent / Guardian Education

Phone > Change Details

Information
Add or modify your phone details, then select an option below to continue.

Phone Type		Overseas Mobile ▼
Phone Number	*	610292188600 The phone number for the selected phone type.
Phone Comment		

Save **Cancel**

To update email addresses, go to My email addresses section and click **edit** and once the email address updated, click **save**.

Home   Personal Details   Timetable   Results

Personal
Contact
Citizenship and Residency
My Parent / Guardian Education

Email > Change Details

Information
Add or modify your email address details, then select an option below to continue.

Email Type	*	Pre 2.6 Preferred ▼
Email Address	*	myemail@student.uts.edu.au
Email Status		Active ▼ The status of the email address, such as active or inactive.
Email Comment		

Save **Cancel**

To update Emergency Contacts, go to Emergency Contacts section and click '**Add new**' and once the phone number updated, click **save.**

and once the phone number is added, click save.