

# Account Profile: Contact Info

This page applies to the Enterprise Payment Platform. If you are looking for QuikPay or Commerce Manager, View the [QuikPay](#) section.

This article explains how students can update their contact information through their Nelnet Campus Commerce online account.

## Navigation

- On the blue navigation bar at the top of the screen, click **My Profile**.
- Click **Edit** in the Contact Information section.

### My Profile

#### Contact Information Edit

**Preferred Name**  
Abby

**Address**  
123 Main St  
Lincoln, NE 68510  
United States

**E-mail Addresses**  
sample@email.com

**Phone Numbers**  
Daytime: (402)555-5555

**Marketing Preference**  
Do Not Allow

#### Online Access Edit

**Username and Password**  
abby2021

#### Authentication Edit

**Phone Authentication**  
4-Digit PIN: 1234

Q: What is the first name of your favorite aunt?  
A: aunt

Q: What is the first name of your favorite uncle?  
A: uncle

#### Manage Payers Add

An authorized party is someone you authorize to discuss your account and make changes on your behalf.

#### Communication Settings Edit

**Text Services**  
You are not currently registered for Text Services.

**Payment Reminders:** We will send you payment reminders before your next payment is due.

**Notifications**  
Payment Reminders: E-mail  
Other Notifications: E-mail

---

## Making changes

To update information:

- Enter the new information or type over the existing data.
- Click **Save** to retain the changes.



**Please Note:**

- Changes made here do not update the student record at the institution.
- Institution configurations may limit or block the demographic information that can be edited by the student.

[← Back to My Profile](#)

## Contact Information

Required fields are marked with a \*

Preferred Name

\* Country

\* Address

[Add Another Line](#)

\* City

\* State

\* Zip / Postal Code

Time Zone

E-mail Address 1

[Add another e-mail address](#)

E-mail correspondence will be sent to all e-mails provided.

**Please note:** One phone number is required.

Daytime Phone

Evening Phone

Mobile Phone

\*Marketing Preference

I would like to receive additional information and content from Nelnet affiliates about products, services, and educational opportunities. I understand that my information will never be sold to external third parties.

Allow  Do Not Allow

Updating your demographic information here will not update your demographic information at Nation Prep.

© Copyright 2022 Nelnet Business Services, Inc. PDF Generated: Thu 07 Jun 2022 18:45:36 GMT  
I certify that I am the subscriber to the provided cellular or other wireless number. To stay informed and receive the best service, I authorize Nelnet and its representatives and agents to contact me regarding my account at any current and future numbers that I provide for my cellular telephone or other wireless device using automatic dialing systems, artificial or prerecorded messages, and/or SMS text messages. I understand that standard message and data rates may be charged by my service provider(s).

