

Visitor and Parent Registration for PaceAlerts:

1. Visit: <https://www.pace.edu/visitoralert>
2. Click **Sign Me Up!**

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Greetings, Pace University visitors!

Please follow the instructions to the right in order to sign up for PaceAlert or to log into your PaceAlert account. In order to unsubscribe from PaceAlert, you must log into your account and change your preferences.

PaceAlert is the Pace University emergency notification system that delivers time-sensitive emergency notifications via telephone (cellular or landline), email, and text messaging to all members of the internal and external Pace University community who have signed up and provided their information.

If this is an emergency, please call 911 & the Pace University Security Office at the respective campus you are located at.

NYC – (212) 346-1800
PLV – (014) 773-3400
WP – (014) 422-4300


Email:

Password:

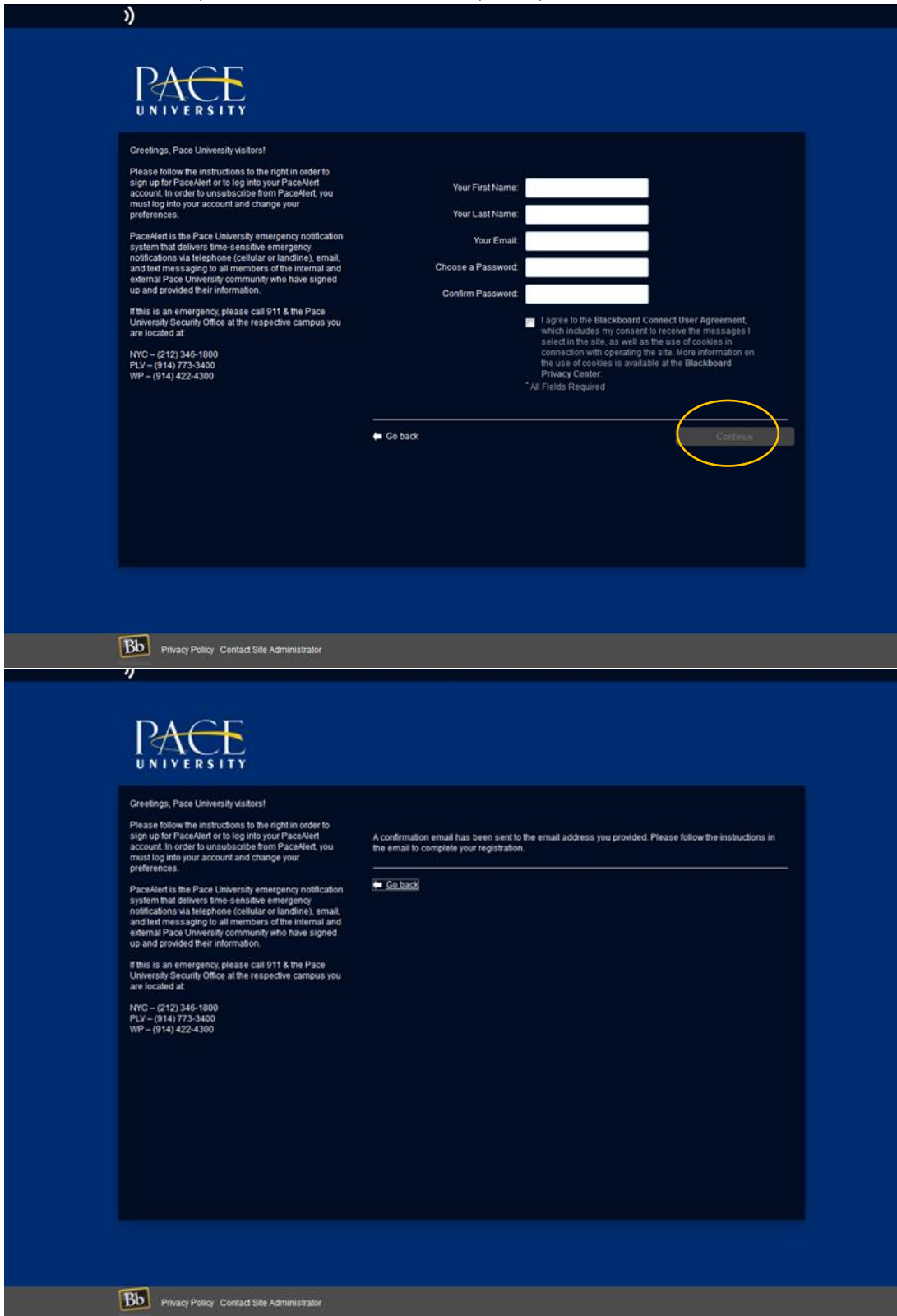
[Forgot your password?](#)

Remember me

or

 [Privacy Policy](#) [Contact Site Administrator](#)

3. Enter Name, email, password, check cookie and privacy statement, click **Continue**.



The image shows two screenshots of a registration form for Pace University. The top screenshot shows the registration step where users enter their personal information. The bottom screenshot shows the confirmation step after registration is complete.

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Your First Name:

Your Last Name:

Your Email:

Choose a Password:

Confirm Password:

I agree to the Blackboard Connect User Agreement, which includes my consent to receive the messages I select in the site, as well as the use of cookies in connection with operating the site. More information on the use of cookies is available at the Blackboard Privacy Center.

* All Fields Required

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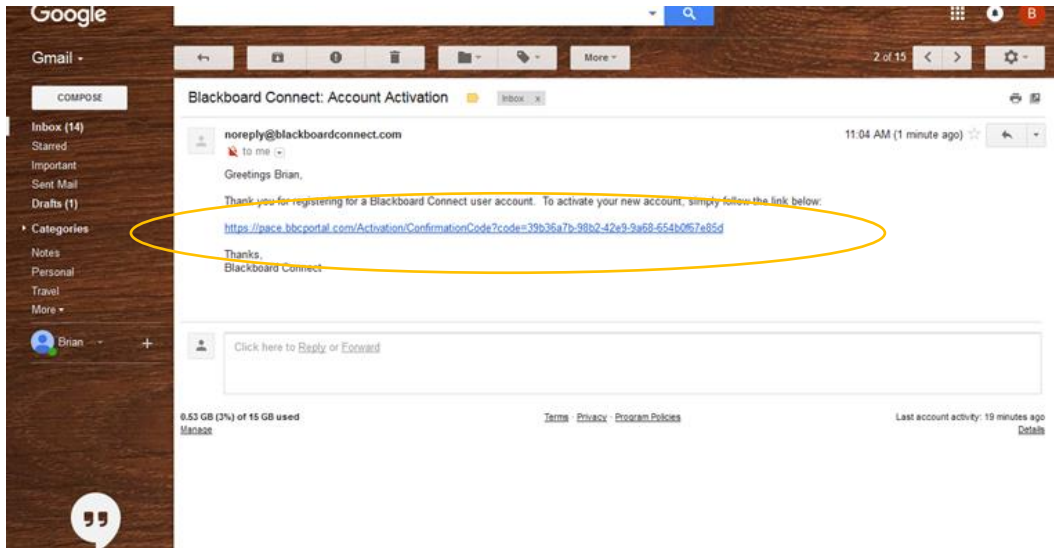
NYC – (212) 346-1800
PLV – (914) 773-3400
WP – (914) 422-4300

A confirmation email has been sent to the email address you provided. Please follow the instructions in the email to complete your registration.

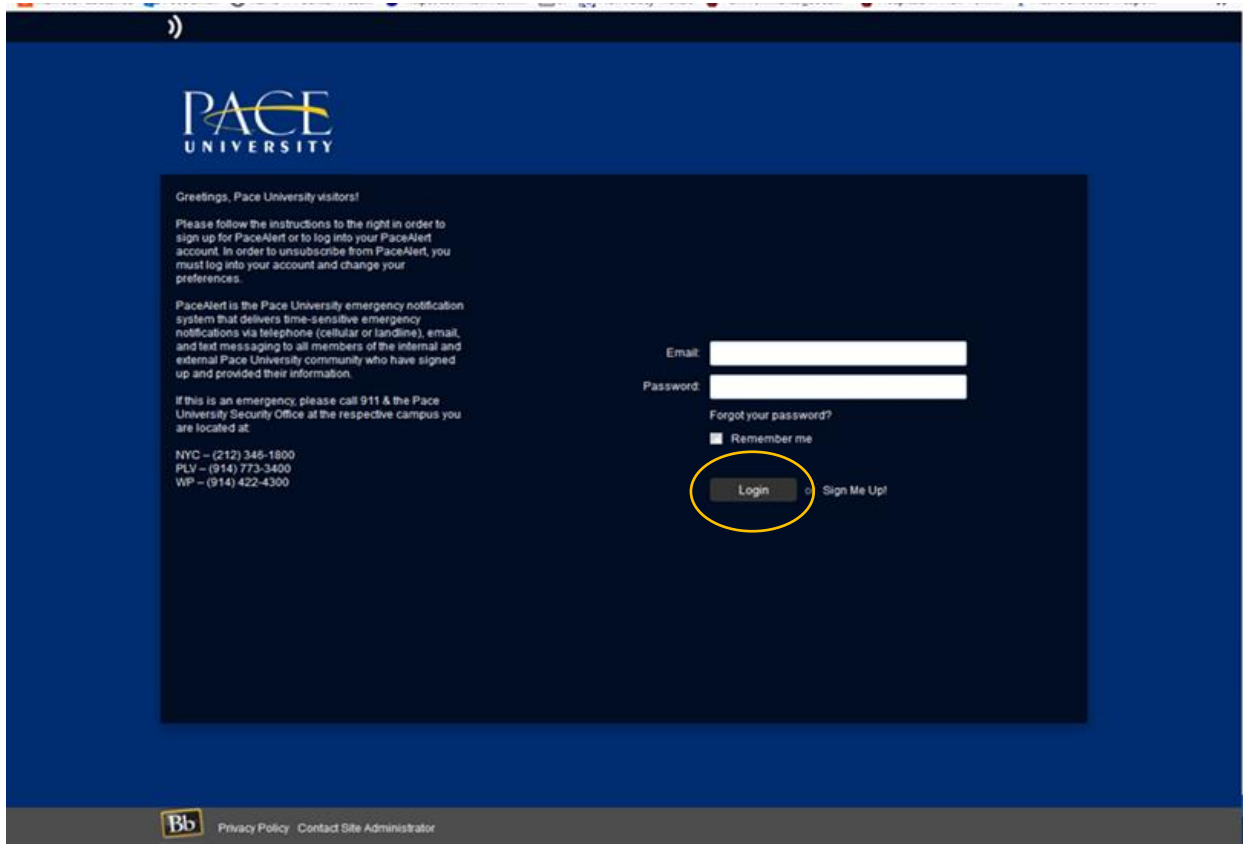
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- Open your email to retrieve an email from noreply@blackboardconnect.com with the subject: Blackboard Connect: Account Activation. Click on the account activation link.



- Enter your email and password.



6. Set answers to security questions

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Answer Security Questions
If you need to reset your password, you will be asked the security questions you select and required to answer them correctly.

Security Question 1:
What city were you born in?

Security Question 2:
What street did you grow up on?

Security Question 3:
What was your childhood nickname?

Clear Save

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7. A message will state that your account has been activated. Click **Login**.

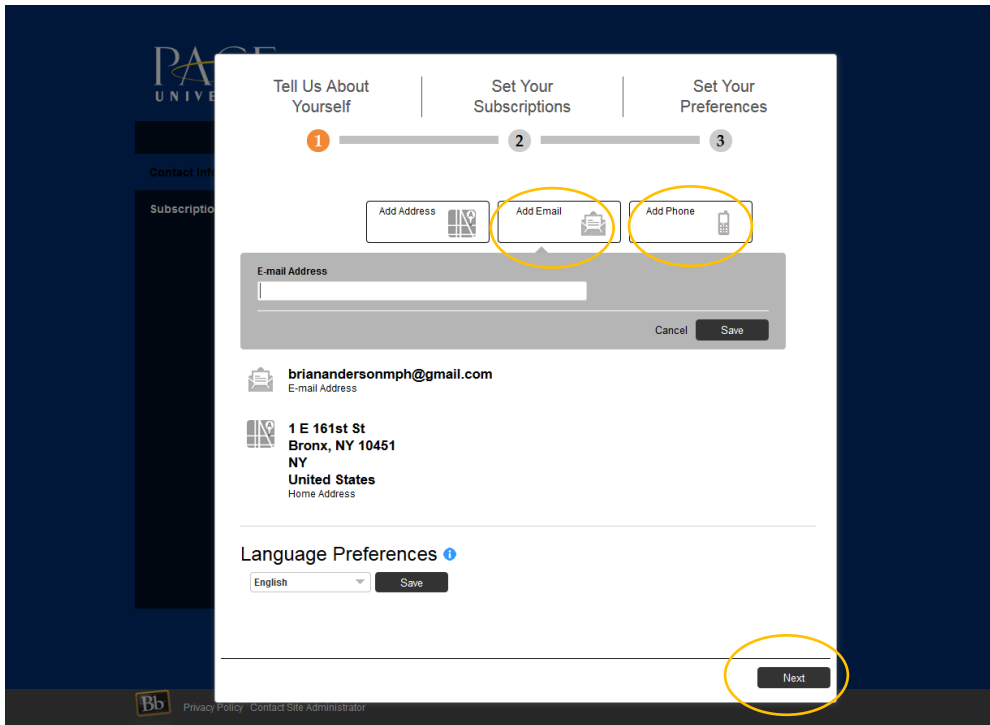
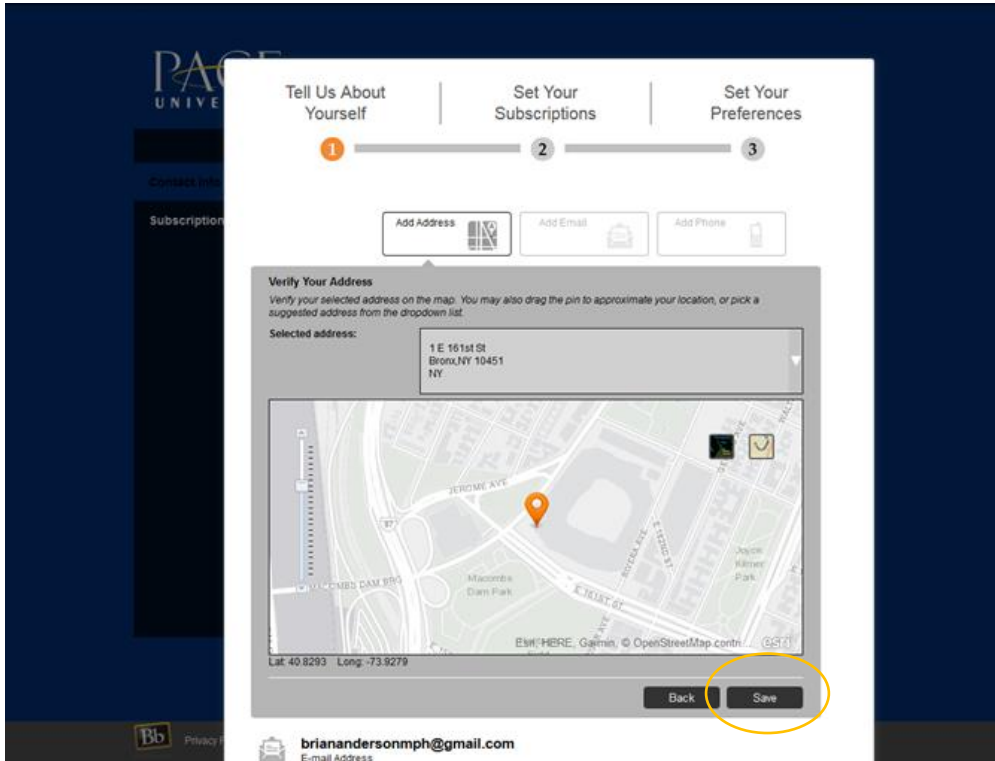
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Congratulations, your account has been activated. You may now login.

Login

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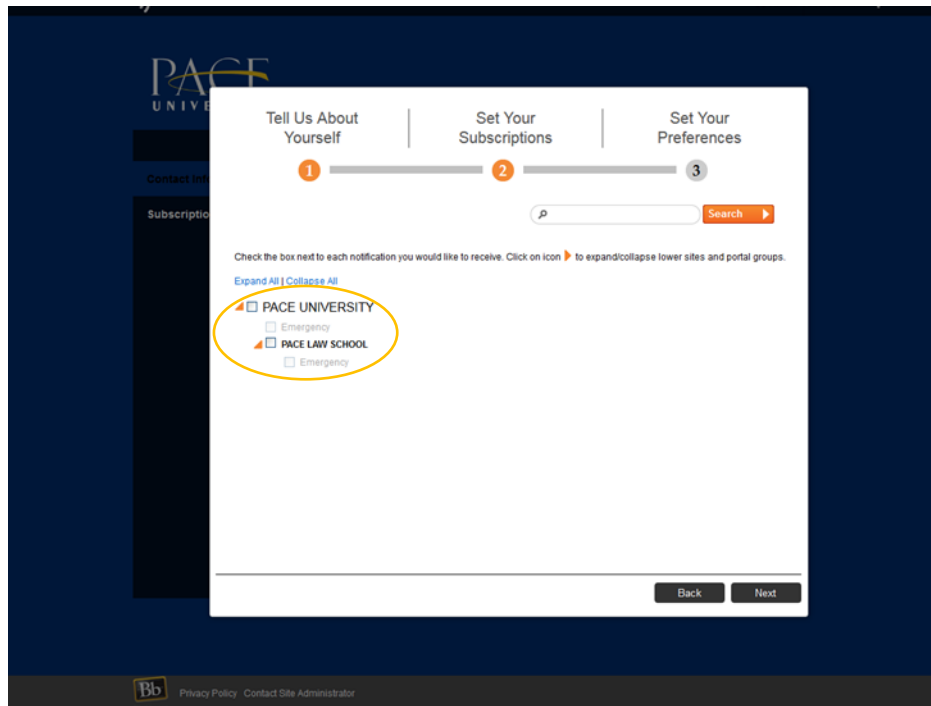
8. Complete “Tell Us About Yourself” section. Add address, verify your address and click **Save**. Add Email; click Save. Add phone with desired voice or text options; click **Save**. Click **Next**.



9. At this point, if you register a mobile phone you will get a message that you have opted-in to receiving messages.



10. Set your subscriptions. Click **Pace University** for Pace New York and Westchester. Click **Pace Law School** for the Law School.



11. Set your preferences to determine if you would like to receive call, email, and/or text. Click **Done**.

