Step 1: Visit cme.uchicago.edu and log in with the credentials that apply to you.

Step 2: Click “My Account” on the top right of the page or from the navigation bar on the homepage.

Step 3: Click “Edit” followed by “Mobile”.

My Account
Step 4: Enter a 10-digit mobile phone number, excluding any dashes, parentheses, or spaces. After entering in your number, click “Confirm Number”.

Step 5: After you enter your mobile number and click Confirm Number, you will receive a text message from 773-245-0068 with a 4-digit confirmation code. Enter the code and click “Confirm Number”.

If you already have a phone number listed in this section, but do not have your confirmation code, click “Delete and Start Over” and follow the steps below.

A “Sleep Time” option is available but you can skip this. The system will never text you outside of automatic confirmation codes for confirming new mobile numbers or recording your RSS credit.

For additional questions or assistance, contact us at cme@bsd.uchicago.edu.