Current Address Verification in CyberBear

Overview:

Every semester, prior to registering for classes, students must provide current mailing and home addresses in CyberBear. This action can be completed before registration opens for the following semester or during course registration.

**Note:** You will need to complete this step before you can register for your classes.

**Step 1: Click on the menu button in the top left-hand corner of the screen, then select “My Action Items.”**

Click on the 4-square menu button in the top left-hand corner of the screen.

In the menu, click on “Banner,” then select “My Action Items.”

**Step 2: Click in the white section on the left to display your current addresses on file.**

Read the instructions on the right explain what the action item is.

Once you click to view your current addresses on file, your current mailing and home addresses will appear on the right-hand side of the screen.
Step 3: Update your mailing and home addresses if they are different from what is currently on file.

The upper section will ask you to verify the current **mailing address** on file or add one if none is listed.

The lower section will ask you to verify the current **home (physical location) address** on file or add one if none is listed.

If you are unhoused, please send an email to registration@umontana.edu from your UMCConnect student email for assistance or call (406) 243-5600 for further guidance.

If CyberBear says your address is entered incorrectly, re-check the address. If the issue persists, please send an email to registration@umontana.edu from your UMCConnect student email or call (406) 243-5600 for further guidance.

Step 4: Once the current addresses on file are up-to-date, scroll down and click on “I have verified or added my current addresses,” then click the “Confirm” button to complete the action.

The progress bar will turn green and the action status will change to “Completed.”

You are now eligible to register for classes!