



**Western Carolina University**  
**Department of Emergency Services**  
**Student Preparedness Checklist**

- Information in MyWCU is accurate for how I want to be notified in case of an emergency ([mywcu.wcu.edu](http://mywcu.wcu.edu)).
- I have programmed the WCU Police Department's phone numbers into my phone **828-227-7301** (non-emergency) **828-227-8911** (emergency)
- My roommates and/or close friends know how to contact my family or other emergency contact.
- My parents know how to contact my roommates and/or close friends in case of emergencies.
- My emergency contacts are clearly labeled in my cell phone and information for emergency contacts are accurate both in my phone and on MyWCU should they need to be contacted.
- I know more than one way to get out of every building where I have classes, activities, or live.
- If one exit is blocked, I can get out of the building using a different exit. I am familiar with the fire exits in my residence hall / home and in the buildings in which I have classes.
- I know how to get to the WCU Health Center if I get sick.
- I have an emergency kit that includes a flashlight, a weather radio, fresh batteries, non-perishable food, a first aid kit, and other items. A listing of essential kit items is available at: <http://www.ready.gov>
- I know where to shelter in place in case of severe weather such as a tornado.  
For a severe weather shelter area, I should avoid windows and areas where there might be flying glass, exterior walls, rooms with high ceilings such as auditoriums, and I should try to get to one of the lowest levels in the building.
- When I go out at night, I have a plan on how I will get home.  
I have friends that I can call to pick me up if I get stuck at a party or location where I feel uncomfortable. My roommates/friends know where I am going and the people I am with.
- I know the housing staff for my residence hall, including my Resident Assistant, Resident Director/Assistant Resident Director and other staff in case there is an emergency or other problem.
- Parents may sign up for Emergency Notifications at ([www.getrave.com/login/wcu](http://www.getrave.com/login/wcu)) and clicking "Register". Students are automatically enrolled with their contact number listed in MyWCU.

*For additional information, see the Emergency Services website.*

[www.wcu.edu/discover/campus-services-and-operations/emergency-services/](http://www.wcu.edu/discover/campus-services-and-operations/emergency-services/)

Department of Emergency Services

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