How to Add/Update an Address on MyCampus

1. Scroll to the bottom of your student centre to the personal information session

2. Click on the address you wish to update or select addresses from the ‘other personal….’ Drop down box.
3. Click edit of the address you wish to update or click ‘add a new address’ if you wish to add another address.

**Addresses**

View, add, change or delete an address.

<table>
<thead>
<tr>
<th>Address Type</th>
<th>Address</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Home</td>
<td></td>
<td>edit</td>
</tr>
<tr>
<td>Term</td>
<td></td>
<td>edit</td>
</tr>
</tbody>
</table>

**ADD A NEW ADDRESS**

4. Add the details of your address. If you need to change the country then there is a button. Once you have added the address then click submit.

**Edit Address**

Country: United Kingdom  
Address 1:  
Address 2:  
Address 3:  
Address 4:  
City:  
County:  
Post Code:  

[Clear Fields]  [Find Address]