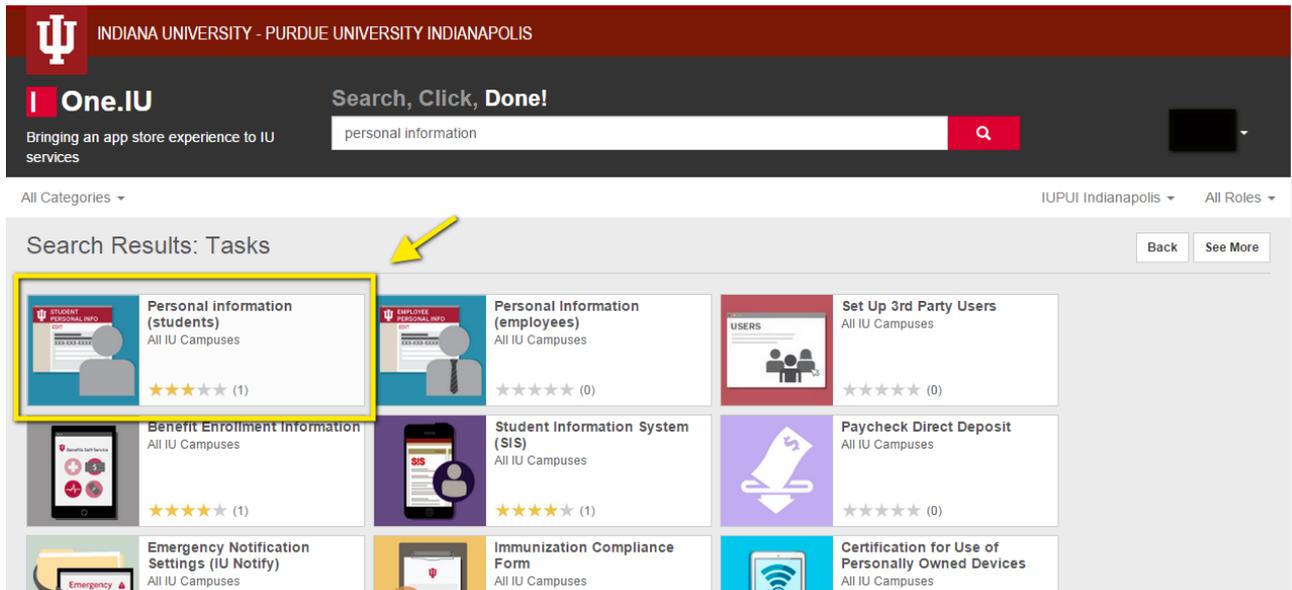


# Always update your **LOCAL** address

(required rule of maintaining your student visa status)



- **Step 1:**
  - Log in to One.iu.edu
  - Search for “Personal Information”
  - Click the app called “Personal Information (students)”

# Always update your **LOCAL** address

(required rule of maintaining your student visa status)

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### Demographic Information

ID  
Gender  
Date of Birth  
Birth Country  
Birth State  
Marital Status  
Military Status

National Identification Number  
Country National ID Type National ID

Other Identification Numbers  
External Identification Numbers are a student service. Indiana University has no responsibility except to display the information as provided.

Ext Sys ID Type Effective Date Ext System ID

Citizenship Information  
Description Country

Residency Information  
Residency

Visa or Permit Data  
\*Type  
Country

If any of the information above is wrong, contact your administrative office.

Personal Information Security  
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- **Step 2:**
  - You will be taken to this screen; click on “addresses”

# Always update your **LOCAL** address

(required rule of maintaining your student visa status)

- **Step 3:**

- You may see different address options, like “Home” or “Mail”
- **We need you to specifically enter a “Local” address!**
- The “Local” address field feeds into your SEVIS record
- Click “Add a new address”

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Personal Information Security

addresses || names || phone numbers || email addresses || demographic information || ethnicity || parent/guardian information

### Addresses

Important University information is sent throughout the semester by either IU e-mail or the US Postal Service.

View, add, change or delete your address(es) used by Indiana University and IUPUI.

Address Type	Address	
Home	[REDACTED]	<a href="#">edit</a>
Mail	[REDACTED]	<a href="#">edit</a>
IU Office	[REDACTED]	
Stdnt Home	[REDACTED]	<a href="#">edit</a>

[Add A New Address](#)

Personal Information Security

[Addresses](#) [Names](#) [Phone Numbers](#) [Email Addresses](#) [Demographic Information](#) [Ethnicity](#) [Parent/Guardian Information](#)

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# Always update your **LOCAL** address

(required rule of maintaining your student visa status)



Country: United States [Change Country](#)

Address 1:

Address 2:

Address 3:

City:  State:   Postal:

County:

- **Step 4:**
  - Enter your current local address

# Always update your **LOCAL** address

(required rule of maintaining your student visa status)

- **Helpful tips:**

- List your street number and street name in “Address 1:” followed by your apartment number, if you have one
  - (For example: 123 Sample St, Apt 3)
- Do not enter the name of your apartment complex
- Complete your City, State, and Postal (or Zip code) fields
- Your completed address might look like:

123 Sample St, Apt 3

Indianapolis, IN 46202

# Always update your **LOCAL** address

(required rule of maintaining your student visa status)



## Addresses

### Add a new address

Verify your address information below and select the address type(s) associated with it on the right.

An asterisk (\*) to the right of a type indicates that another address is already associated with this type. If you choose this type, you will automatically override the previous address. Any type that is grayed out is for display only or is otherwise unavailable for association with an address.

The screenshot shows the 'Add a new address' form. A blue header bar contains the text 'Add a new address'. Below it is a redacted address field. To the right of the redaction is a blue link labeled 'Edit Address'. Below the address field is a date input field with the value '06/24/2015' and a calendar icon, followed by the text '(example: 12/31/2000)'. Below the date field is a green 'SAVE' button. A yellow arrow labeled '2.' points to the 'SAVE' button. To the right of the form is a panel titled 'Address Types' with a blue header. It contains a list of address types with checkboxes: 'Home \*', 'Mail \*', 'IU Office \*', 'Billing', 'Stdnt Home \*', and 'Local'. The 'Local' option is checked and highlighted with a yellow box. A yellow arrow labeled '1.' points to the 'Local' checkbox. Below the 'Address Types' panel is a 'Housing Code:' label and a dropdown menu labeled 'Other Api:'.

- **Step 5:**
  - Check “Local” on the right side of the page
  - Click “Save”
  - You are finished!! Repeat this process any time you change addresses.