

Updating your Address and Telephone Information

Students may receive an email alerting them that their local address may be missing. To add in a missing address, click on your Personal Details tile.



Click on the Address page to view any addresses located in Enroll & Pay. KU sends all University business communications to the Jayhawk/Current address. The Campus Address is only listed if you live in KU Housing and will be considered your current address.

The screenshot shows the "KU Personal Details" page. On the left is a navigation menu with options: Addresses (highlighted in green), Contact Details, Emergency Contacts, Ethnicity, Holds, Honors and Awards, KU Student Residency Status, Update Name & Pronouns, and To Do's. The main content area is titled "Addresses" and shows two sections: "Campus Address" (No address defined) and "Permanent Address". The Permanent Address section contains a table with one entry: "1111 Maine St, Kansas City, KS 66111" with a "From" column showing "Current" and a right-pointing arrow. Below this is the "Jayhawk/Current Address" section (No address defined) with a green-bordered button labeled "Add Jayhawk/Current Address".

Address	From
1111 Maine St Kansas City KS 66111	Current >

Select Add Jayhawk/Current Address to begin.

Edit the address and click Save.

Cancel **Edit Address** **Save**

Type Jayhawk/Current

*Country x Q

*Address 1

Address 2

Address 3

City

State Q

Postal

County

Delete

A confirmation of your change will appear at the top of the page.

Student Homepage **KU Personal Details** Home

Your Jayhawk/Current address has been added

Addresses

- Contact Details
- Emergency Contacts
- Ethnicity
- Holds
- Honors and Awards
- KU Student Residency Status
- Update Name & Pronouns
- To Do's

Addresses ⓘ

Campus Address

No address defined

Permanent Address

Address	From
+	
1111 Maine St Kansas City KS 66111	Current >

Jayhawk/Current Address

Address	From
+	
1746 Engel Road Room 222 Lawrence KS 66044 DOUGLAS	Current >

Updating Contact Information

To update telephone numbers or email addresses, select the Contact Details page and add/edit information, as necessary.

