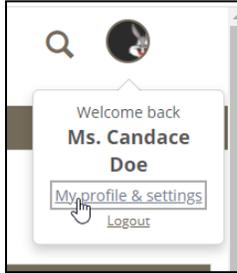
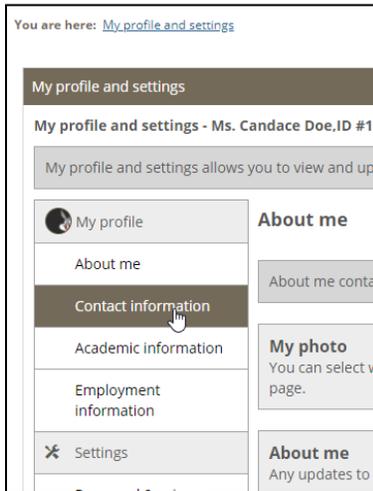


How to update your legal/home/permanent address in Campus Web

Click on your profile icon in the top right of Campus Web. Click on “My Profile & Settings”



Click on “Contact Information” in the left-hand column.



You will only be able to update your “Current Address”. Click “Current Address” to bring up the screen to edit you address. This is your home or permanent address, not your mailbox at Franklin Pierce University.

A screenshot of the "Addresses" section in the user profile. It shows a table with columns for "Address type", "Address", "Preferred address", and "Delete". There is one row of data with a link "Current address" in the "Address type" column.

Address type	Address	Preferred address	Delete
Current address	123 Main Street Rindge, New Hampshire 03461 UNITED STATES OF AMERICA	Yes	

Enter your updated information and click “Save”. The Office of the University Registrar will update your address within a few business days.

A screenshot of the "Edit address" form. The form has several input fields: "Address:" (with "123 Main Street" entered), "City:" (with "Rindge" entered), "State:" (with a dropdown menu), "County:" (with "Cheshire County" selected), and "Country:" (with "UNITED STATES OF AMERICA" selected). At the bottom of the form, there are "Save" and "Cancel" buttons.

Contact information
Edit address
Any updates to this information will need a co...

Address:
123 Main Street

City: Rindge **State:** New H...

County: Cheshire County

Country: UNITED STATES OF AMERICA

Save Cancel