

Updating your LOCAL and SEVIS address on My
ASU

Updating your LOCAL and SEVIS Address

- When updating your address, please check only the address type you want to change. DO NOT select all addresses as shown in the picture to the side.
- the LOCAL address is your US address.
- the SEVIS Address must be outside U.S.

Arizona State University
My ASU

Amna Rashid
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.

Add a new address

1151 s forest ave
Tempe, AZ 85287

Edit Address

Address Types

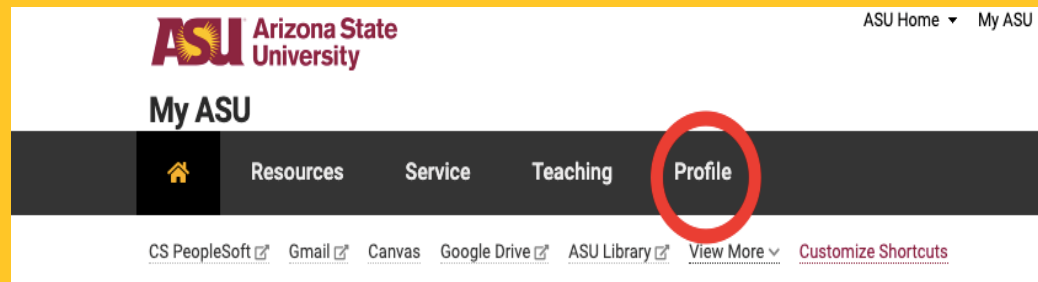
- Campus Location
- Mail *
- Local *
- Billing *
- Home *
- SEVIS Address
- Mapp/Tag
- Permanent
- Other 2
- Diploma Address *
- I-20 Shipping

Date new address will take effect: 03/13/2020 (example: 12/31/2000)

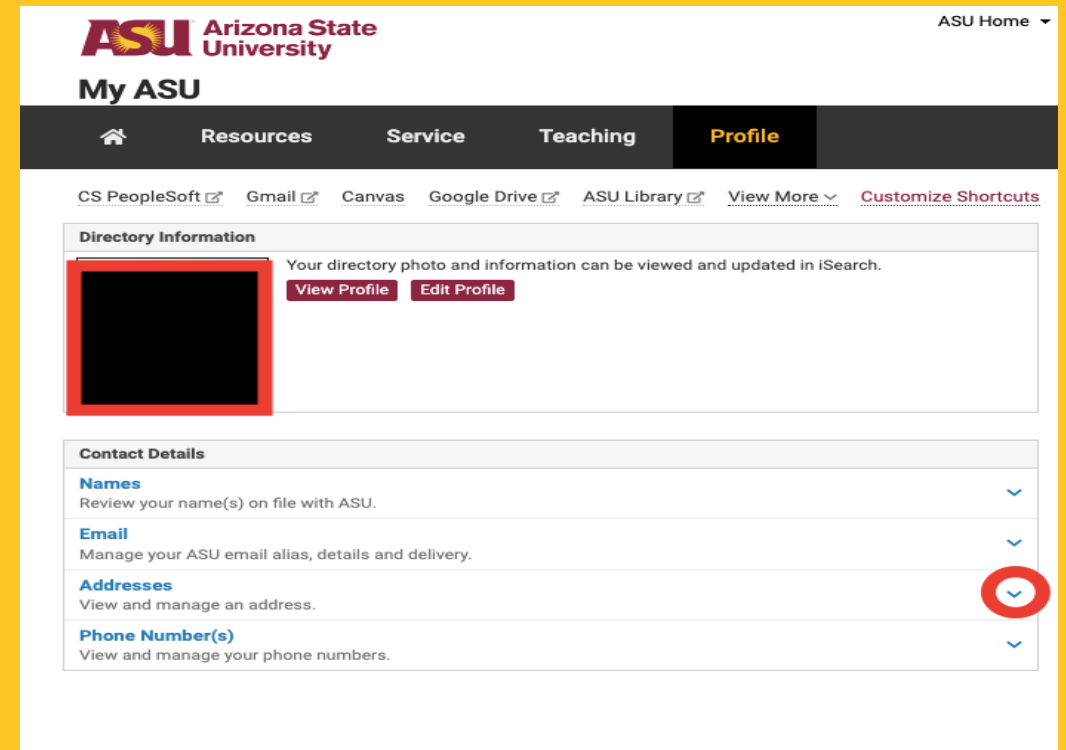
Save

Updating LOCAL address

- Step 1: Log in to My ASU and click on Profile tab



- Step 2: Click on the drop-down arrow next to "Addresses"



Updating Address

- Step 3: Click on “Manage your address(es)” (it will take you to another page where you can add or edit address(es))

Addresses
View and manage an address.

Mail Address:

Billing Address:

Home Address:

Diploma Mailing Address:

Manage your address(es)

- Step 4: If you do not have a Local Address type, click on “Add a new address”

ASU Arizona State University
My ASU

Addresses
View, add, change or delete an address.

Address Type	Address		
Mail			
Billing			
Home			
Diploma Address			

Add a new address

Updating LOCAL Address

- Step 5: It will take you to a new page to enter a new address. If you have a Local address, simply click on edit.
- Type in your local address.
 - Address 1 must include street number, street name, and Apt number.
 - PO box, university address, and business address cannot be listed.
- Click “Ok”

ASU Arizona State University
My ASU

Edit Address

Country United States [Change Country](#)

Address 1 1151 S Forest Ave.

Address 2

Address 3

City Tempe

State AZ [Arizona](#)

Postal 85287

OK **Cancel**

Updating LOCAL Address

- Click save once all changes have been made.
- Step 6: Click Ok to return to MyASU.
- You must update your address within 10 days of moving.
- The local address must be labeled LOCAL, not home or mailing

ASU Arizona State University
My ASU

Amna Rashid
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.

Add a new address

1151 s forest ave
Tempe, AZ 85287

Edit Address

Address Types

- Campus Location
- Mail *
- Local
- Billing *
- Home *
- SEVIS Address
- Mapp/Tag
- Permanent
- Other 2
- Diploma Address *
- I-20 Shipping

Date new address will take effect: 03/13/2020 (example: 12/31/2000)

Save

Updating LOCAL Address

- Example of LOCAL Address:
- Address1: 1151 S Forest Ave APT 150
- City: Tempe
- State: AZ
- Postal: 85281
- please select only the ones you want to change and do not select all address types

Address Types

<input type="checkbox"/>	Campus Location	
<input type="checkbox"/>	Mail	*
<input checked="" type="checkbox"/>	Local	
<input type="checkbox"/>	Billing	*
<input type="checkbox"/>	Home	*
<input type="checkbox"/>	SEVIS Address	
<input type="checkbox"/>	Mapp/Tag	
<input type="checkbox"/>	Permanent	
<input type="checkbox"/>	Other 2	
<input type="checkbox"/>	Diploma Address	*
<input type="checkbox"/>	I-20 Shipping	

Updating SEVIS Address

- Follow steps 1-4
- Step 5: It will take you to a new page to enter a new address. If you have a Local address, simply click on edit.
- To add an international address, make sure to Change Country first.
- Type in your home country address
- Click Ok

ASU Arizona State University
My ASU

Edit Address

Country United States [Change Country](#)

Address 1 1151 S Forest Ave.

Address 2

Address 3

City Tempe

State AZ Arizona

Postal 85287

OK Cancel

Edit Address

Country United States [Change Country](#)

Address 1

Address 2

Address 3

City

State

Postal

OK Cancel

Look Up Country

Search by: Country begins with

Look Up Cancel Advanced Lookup

Search Results

Only the first 300 results of a possible 318 can be displayed.

View 100 First 1-300 of 300 Last

Country	Description
ABW	Aruba
AFG	Afghanistan
AGO	Angola
AIA	Anguilla
ALA	Åland Islands
ALB	Albania
AND	Andorra
ANT	Netherlands Antilles
ARE	United Arab Emirates
ARG	Argentina
ARM	Armenia
ASM	American Samoa
ATA	Antarctica
ATF	French Southern & Antarc Lands

Updating SEVIS Address

- Click save once all changes have been made.
- Step 6: Click Ok to return to your MyASU.
- The SEVIS address must be labeled SEVIS Address only, not any other type of address (local, mail).

ASU Arizona State University
My ASU

Amna Rashid
Addresses
Add a new address

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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.

Add a new address

Apt #123
9999
Belgium

Edit Address

Address Types

- Campus Location
- Mail *
- Local
- Billing *
- Home *
- SEVIS Address
- Mapp/Tag
- Permanent
- Other 2
- Diploma Address *
- I-20 Shipping

Date new address will take effect: 03/04/2020 (example: 12/31/2000)

Save

Updating SEVIS Address

- Example of SEVIS address: 123 High St.
London E17 7LD United Kingdom.
- Address1: 123 High St. E17 7LD
- City: London
- Country: United Kingdom
- DO NOT select all types as the LOCAL address is your US address and the SEVIS Address is your home country address

Address Types	
<input type="checkbox"/>	Campus Location
<input type="checkbox"/>	Mail *
<input type="checkbox"/>	Local
<input type="checkbox"/>	Billing *
<input type="checkbox"/>	Home *
<input checked="" type="checkbox"/>	SEVIS Address
<input type="checkbox"/>	Mapp/Tag
<input type="checkbox"/>	Permanent
<input type="checkbox"/>	Other 2
<input type="checkbox"/>	Diploma Address *
<input type="checkbox"/>	I-20 Shipping