## CSUF | Extension and International Programs INTERNATIONAL STUDENTS & SCHOLARS

## How to Update Your Personal Information in Your Student Center (as of December 2022)



Step 3:	Personal Details
Click on	Contact Details
Addresses.	X Addresses
	Emergency Contacts
	Privacy Restrictions
	Pronouns
	Authorize to Release
Step 4:	SEVIS Domestic Address Address
SEVIS Domostic	Add SEV/IC Demostic Address Address
Address.	Add SEVIS Domestic Address Address
Step 5:	Cancel Add Address Save
Enter your U.S.	Type SEVIS Domestic Address "From 12/13/2022 Cov From
address using	*Country United States Q
Address 1, City,	*Address 1
State, Postal.	Address 2
	Address 3
Please leave	
County (last	Postal
box) blank.	County
box) blank.	County
box) blank. SEVIS Domestic	County
box) blank. SEVIS Domestic Address cannot	County
box) blank. SEVIS Domestic Address cannot be a P.O. Box	Example:          County         Example:         Cancel       Add Address         Save
SEVIS Domestic Address cannot be a P.O. Box Address. It must	County Example: Cancel Add Address Save Type SEVIS Domestic Address
box) blank. SEVIS Domestic Address cannot be a P.O. Box Address. It must be a physical	County
box) blank. SEVIS Domestic Address cannot be a P.O. Box Address. It must be a physical place of	County
box) blank. SEVIS Domestic Address cannot be a P.O. Box Address. It must be a physical place of residence.	County  Example:  Cancel Add Address Save  Type SEVIS Domestic Address  *From 12/14/2022  Copy From  *Country United States  *Address 1 123 Main St Apt 45
box) blank. SEVIS Domestic Address cannot be a P.O. Box Address. It must be a physical place of residence.	County         Example:         Cancel       Add Address         Type       SEVIS Domestic Address         "From       12/14/2022         "From       12/14/2022         "Country       United States         "Address 1       123 Main St Apt 45         Address 2
box) blank. SEVIS Domestic Address cannot be a P.O. Box Address. It must be a physical place of residence.	County
box) blank. SEVIS Domestic Address cannot be a P.O. Box Address. It must be a physical place of residence.	County         Example:         Cancel       Add Address         Type       SEVIS Domestic Address         "From       12/14/2022         "From       12/14/2022         "Country       United States         "Country       United States         "Address 1       123 Main St Apt 45         Address 2
box) blank. SEVIS Domestic Address cannot be a P.O. Box Address. It must be a physical place of residence. Click Save.	County         Example:         Cancel       Add Address         Type       SEVIS Domestic Address         "From       12/14/2022         "From       12/14/2022         "Country       United States         "Country       United States         "Address 1       123 Main St Apt 45         Address 2
box) blank. SEVIS Domestic Address cannot be a P.O. Box Address. It must be a physical place of residence. Click Save. You will then be	County
box) blank. SEVIS Domestic Address cannot be a P.O. Box Address. It must be a physical place of residence. Click Save. You will then be returned to the	County Cance Add Address Save Type SEVIS Domestic Address Save Country United States Copy From Country United States Country United States Address 1 123 Main St Apt 45 Address 2 Address 3 City Fullerton State California County Country Cou
box) blank. SEVIS Domestic Address cannot be a P.O. Box Address. It must be a physical place of residence. Click Save. You will then be returned to the Addresses page.	County
box) blank. SEVIS Domestic Address cannot be a P.O. Box Address. It must be a physical place of residence. Click Save. You will then be returned to the Addresses page.	County         Example:         Cance       Add Address         "From 12/14/2022       Copy From         "Country United States       Copy From         "Address 1       23 Main St Apt 45         Address 3       City Fullerton         State California       County         Leave Blank.
box) blank. SEVIS Domestic Address cannot be a P.O. Box Address. It must be a physical place of residence. Click Save. You will then be returned to the Addresses page.	County         Sample Format for Students Living in CSUF On-Campus Housing:         Sample Format for Students Living in CSUF On-Campus Housing:
box) blank. SEVIS Domestic Address cannot be a P.O. Box Address. It must be a physical place of residence. Click Save. You will then be returned to the Addresses page.	County         Save         Image:
box) blank. SEVIS Domestic Address cannot be a P.O. Box Address. It must be a physical place of residence. Click Save. You will then be returned to the Addresses page.	County         Type SEVIS Domestic Address         "From 12/14/2022       Copy From         "Country United States       Copy From         "Address 2       Country         "Address 3       Country         "State California       Country         United States       Country         "Address 3       Country         United States       Country         "Address 3       Country         United States       Country         Visite Country       Leave Blank.         Sample Format for Students Living in CSUF On-Campus Housing:         Address 1: 1529 E Campus Drive         Address 2: Acacia 123       City:         Fullerton       City:
box) blank. SEVIS Domestic Address cannot be a P.O. Box Address. It must be a physical place of residence. Click Save. You will then be returned to the Addresses page.	County         SEVIS Domestic Address         "From       12/14/2022         "County       United States         "Address 1       123 Main St Apt 45         Address 2
box) blank. SEVIS Domestic Address cannot be a P.O. Box Address. It must be a physical place of residence. Click Save. You will then be returned to the Addresses page.	County         SEVIS Domestic Address         "From 12/14/2022         "County United States         "County United States         "Address 1         Address 1         County United States         "Address 1         County United States         Address 2         Address 3         County United States         Address 3         County United States         Address 3         County United States         County United States         Dotal State         Address 1         State California         Postal 123         City:         Fullerton         State:         California         Postal:       92834

Step 6: Update your Home Address by clicking on the Caret ( > ).	Home Address Address From 10-165, Flat No 103, Kushal Arcade Apartment, Malkajgir Hyderabad S00047
Step 7: Change Country by typing in United States. To clear other fields, click on any of them.	Cancel       Edit Address       Same         Type       Hone       **         *Country       Inda       Q         *Address 1       10-165, Flat No 103, Kuthal Accade       *         Address 2
	Cancel Edit Address Save
	Type Home
	*Country United States Q
	*Address 1
	Address 2
	Address 3
	City
	State
	Postal
	County
Step 8:	Cancel Edit Address Save
Enter your	Type Home
current U.S.	*Country United States Q
address, using	*Address 1 123 Main St Apt 45
same	Address 2
guidelines and	Address 3
format for	City Fullerton
SEVIS Domestic	State California Q
Address.	Postal 92831
	County
Click Save.	

Step 9: You will be returned to the Addresses list. Update Mailing Address by clicking on the Caret ( > ).	Mailing Address         +         Address       From         10-165, Flat No 103, Kushal Arcade Apartment, Malkajgir       Current         Hyderabad       Current         500047       Current
<b>Step 10:</b> Change <b>Country</b> by typing in <b>United States</b> . To clear other fields, click on any of them.	Cancel     Edit Address     Save       Type     Mailing     •       *Country     India     •       *Address 1     10-165, Filet No 103, Kushal Arcade /       Address 2     ·       Address 3     ·       Address 4     ·       City     Hyderabad       PIN Code     500047       State     •
	Cancel     Edit Address     Save       Type     Malling       "Country     United States     Q       *Address 1
Step 11: Enter your current U.S. address, using same guidelines and format for SEVIS Domestic Address. If you wish to receive your mail at an address different from your Home and SEVIS Domestic Address, you can provide it here as your Mailing Address.	Edit Address       Save         Type       Mailing         "Country       United States       Q         "Address 1       123 Main St Apt 45       123 Main St Apt 45         Address 2
Click <b>Save</b> .	

You will be returned to	Addresses 0	
the Addresses page	Home Address	
where you will see	+	
vour current U.S.	Address	From
address in Home	123 Main St Apt 45	0
	CA 92831	Current >
Address, Mailing		
Address and SEVIS	Mailing Address	
Domestic Address.	Address	From
	123 Main St Apt 45	
	Fullerton	Current >
	SEVIS Domestic Address Address	
	Address	From
	123 Main St Apt 45 Fullerton	Current
	CA 92831	,
	SEVIS Foreign Address Address	
	Address	From
	123, Flat No 456, Kushal Arcade Apartment, Malkajgir	43
	Hyderabad 500047	Current

## How to Provide Your Phone and Emergency Contacts

Step 1: Click on Contact Details.	Personal Details   ♥ Contact Details   ▶ Addresses   ♥ Emergency Contacts   ▶ Privacy Restrictions   ▶ Pronouns   ▶ Authorize to Release
Step 2: Under Phone, click on + to add your phone number.	Contact Details         Email       Type         Email       Type         bharadwajvvs@csu.fullerton.edu dummy       Student Personalized Email         vvs.bharadwaj2000@gmail.com.dummy       Home         Phone          +          Phone       Type         Phone       Type         +          +          +          +          +          +          +          +          +          +          +          +          +          +          +          +          +          +          +          +          +          +          +          +          +          +          +

Step 3: Select Type of phone and enter your phone number which CSUF can use to contact you while you are in the U.S.	Cancel     Add Phone     Save       "Type     ~       Country Code     ~       "Phone Number     ~       Extension     ~       Preferred     ~       Enable Texts     ~
<b>Step 4:</b> Click <b>Preferred,</b> then <b>Save</b> .	Cancel     Add Phone     Save       "Type     Local     Image: Country Code       Country Code     Image: Country Code     Image: Country Code       "Phone Number     7141234567       Extension     Image: Country Code       Image: Country Code     Image: Country Code       "Phone Number     7141234567       Extension     Image: Country Code       Image: Country Code     Image: Country Code       Image: Country Code     Image: Country Code       "Phone Number     7141234567       Extension     Image: Country Code       Image: Country Code     Image: Country Code<
Step 5: Click on Emergency Contacts.	Personal Details   Contact Details   Addresses   Emergency Contacts   Privacy Restrictions   Pronouns   Authorize to Release
Step 6: Click on Add Contact.	Personal Details   Contact Details   Addresses   Addresses   Contacts   Emergency Contacts   Add Contact     Add Contact     Privacy Restrictions   Pronouns   Authorize to Release
<b>Step 7:</b> Enter information for your Emergency Contact. Click <b>Save</b> .	Cance Add Contact     *Name   *Name   *Relationship   Other   Primary Phone Number   Country Code   *Phone Number   Extension   Other Phone Numbers   No other phone numbers defined.   Add Phone

## **Questions?**

If you need assistance, please contact International Students and Scholars at 657-278-2787.