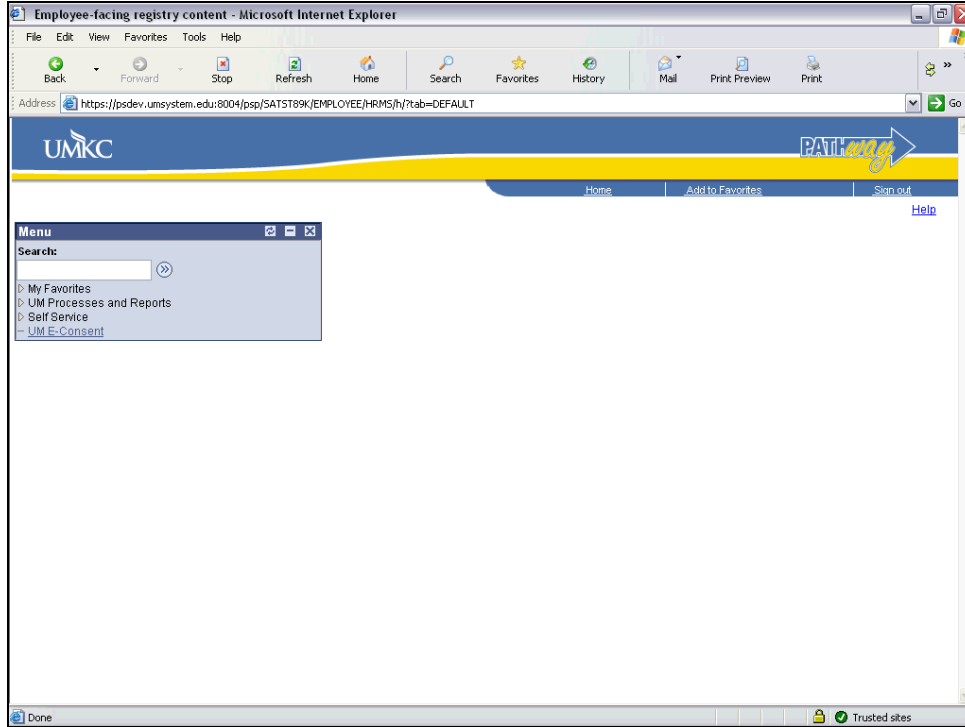




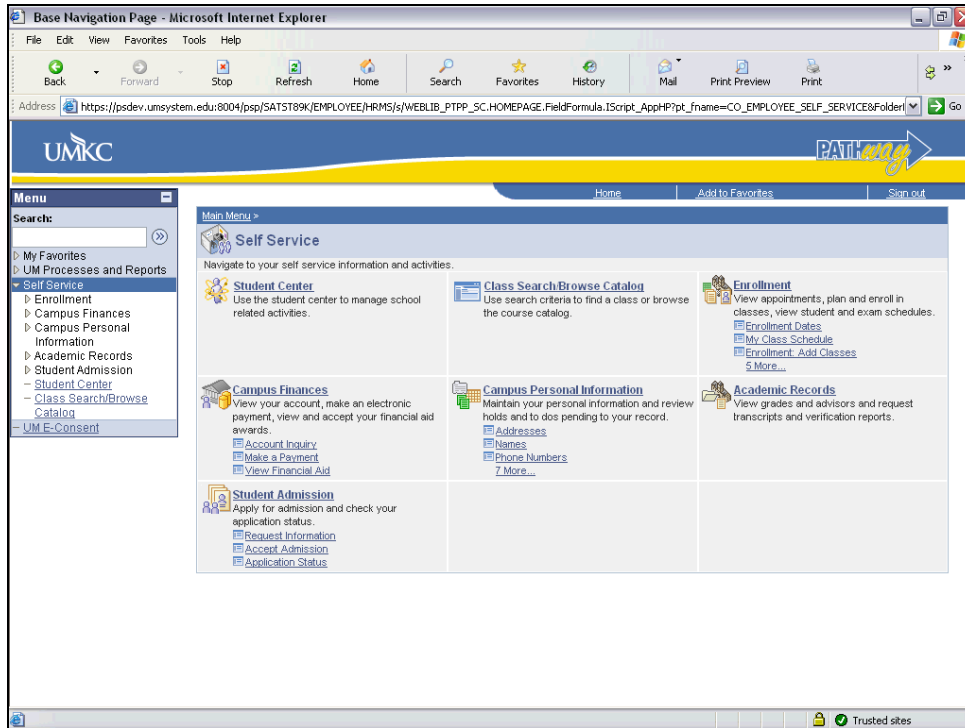
Procedure



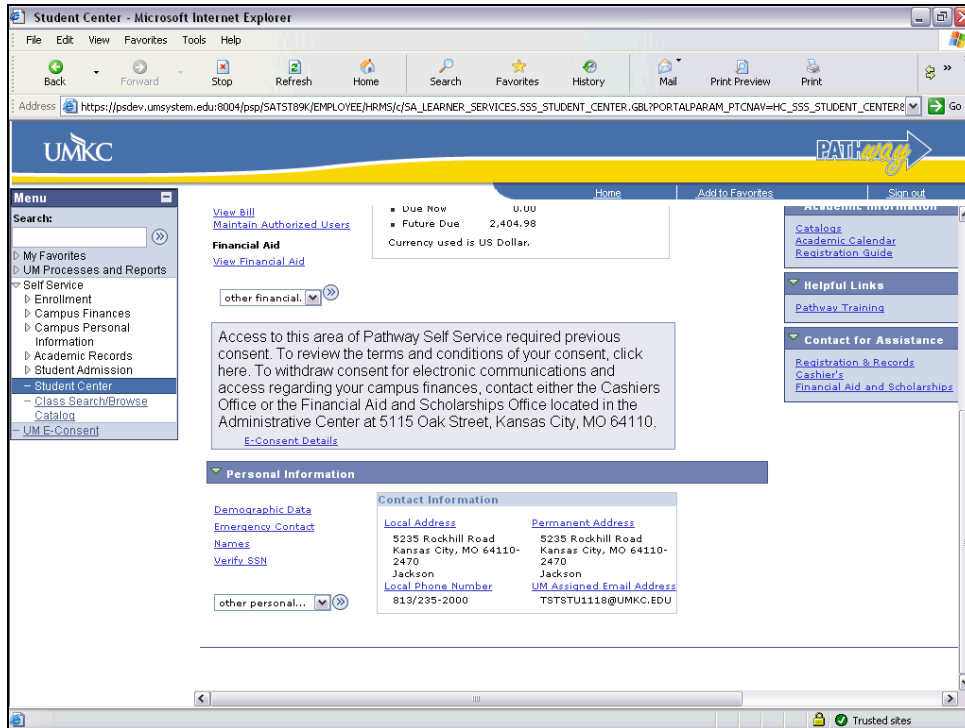
Step	Action
1.	Click the Self Service link. <input type="text" value="Self Service"/>

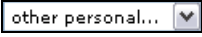
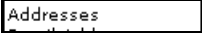

Business Process Document

Self Service: Updating Address Information



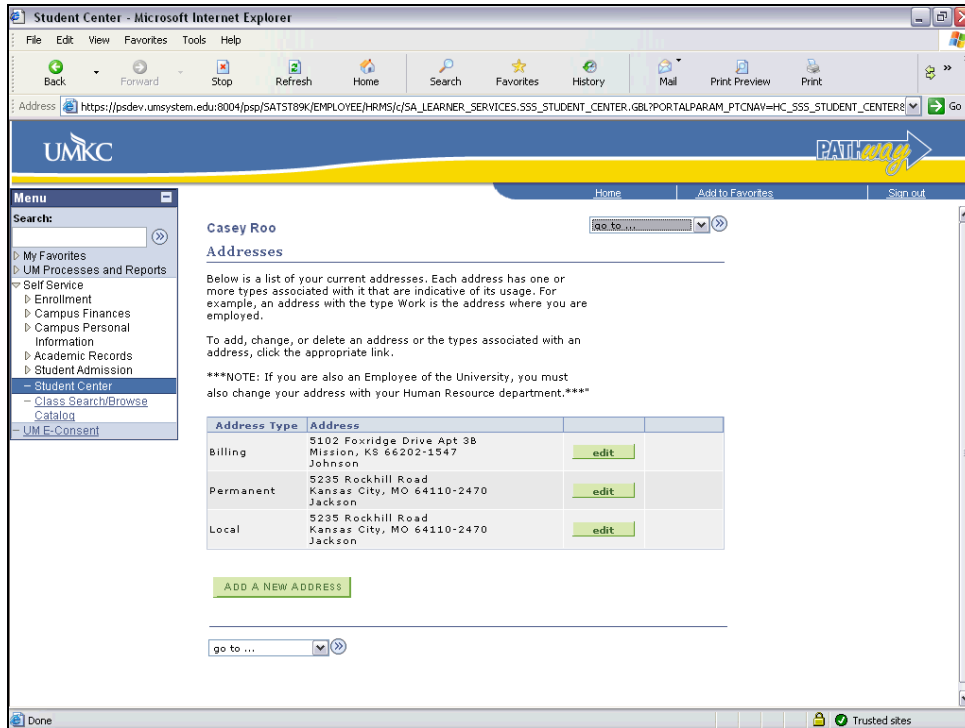
Step	Action
2.	Click the Student Center link. Student Center




Step	Action
3.	Scroll to the Personal Information section and click to expand the other personal... list 
4.	Select Addresses from the list. 
5.	Click the Go button. 

Business Process Document

Self Service: Updating Address Information



Step	Action
6.	Click the Edit button for the Billing address. 



Business Process Document

Self Service: Updating Address Information

Student Center - Microsoft Internet Explorer

File Edit View Favorites Tools Help

Back Forward Stop Refresh Home Search Favorites History Mail Print Preview Print

Address: https://psdev.umsystem.edu:8004/psp/SATST89K/EMPLOYEE/HRMS/c/SA_LEARNER_SERVICES.SSS_STUDENT_CENTER.GBL?PORTALPARAM_PTCNAV=HC_SSS_STUDENT_CENTER&...

UMKC PATHway

Home Add to Favorites Sign out

Menu

Search: []

- My Favorites
- UM Processes and Reports
- Self Service
 - Enrollment
 - Campus Finances
 - Campus Personal Information
 - Academic Records
 - Student Admission
 - Student Center
 - Class Search/Browse
 - Catalog
 - UM E-Consent

Edit Address

Country: United States [Change Country](#)

Address 1: 1415 West 52nd Apt A


Address 2: []

Address 3: []

City: Kansas City State: MO Missouri Postal: 62245

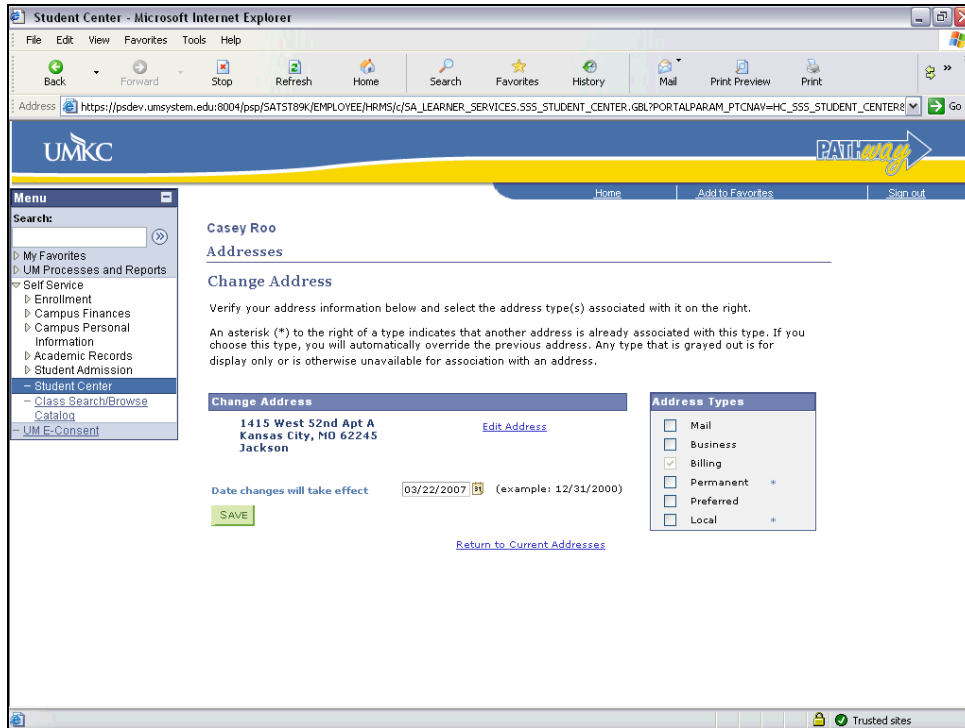
County: Jackson


OK Cancel

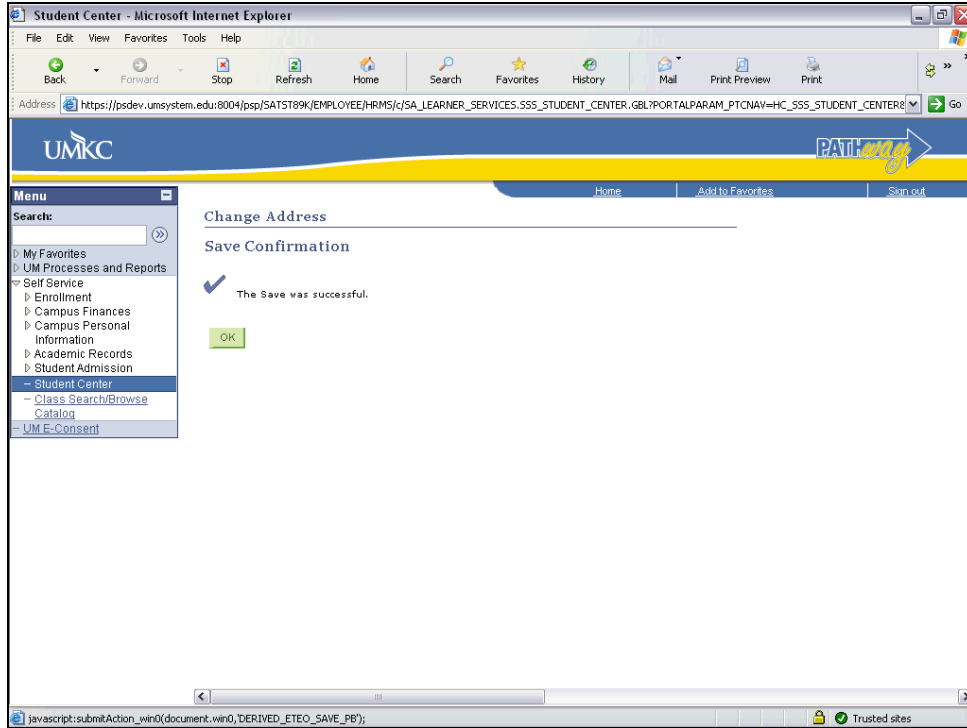
Step	Action
7.	Enter the new address information and click the OK button. 


Business Process Document

Self Service: Updating Address Information



Step	Action
8.	Click the Save button. 



Step	Action
9.	Click the OK button. 
10.	You have successfully changed your address information. End of Procedure.