

Keeping your address and phone number current is important. All students should verify that their address is correct in MyFSU. Ferris State University also needs to be notified when changes occur to your local and permanent contact information.

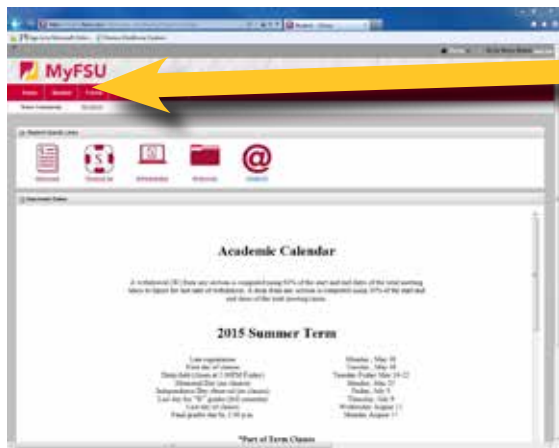
An address verification hold is applied to all student accounts. This hold is in place so that FSU has up-to-date contact information for students. An address verification hold will prevent you from requesting an official Ferris State University transcript.

Follow the instructions below to have the Address Verification hold removed from your student account.

1 Log-in to MyFSU.

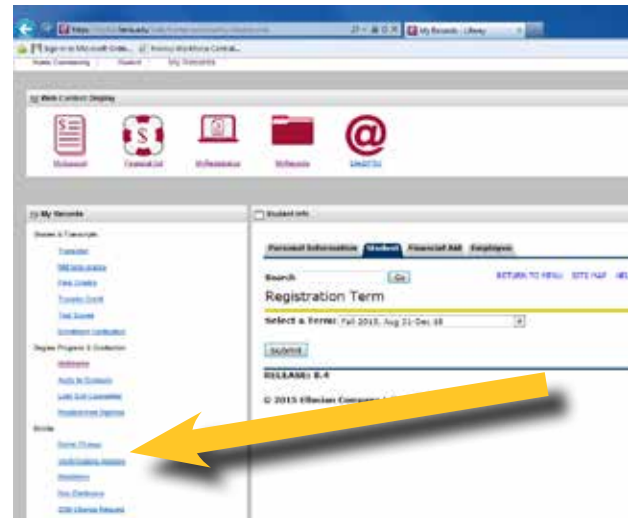
See page 1 of this document, “Logging in to MyFSU” for instructions on accessing MyFSU.

2 Select the “Student” tab.

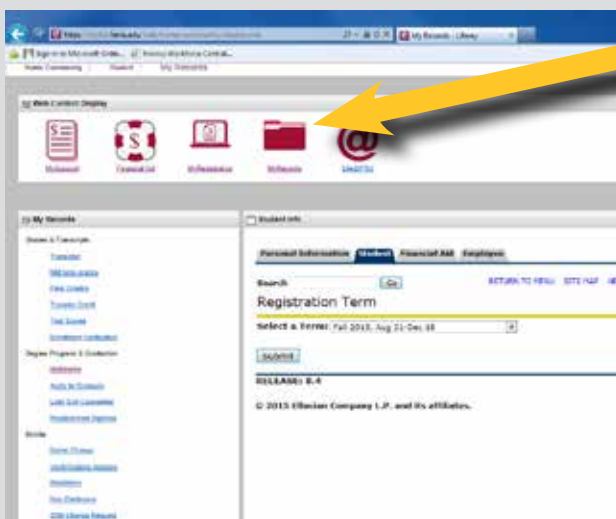


4 Select “Verify/Update Address.”

Select either “I need to make changes and enter necessary updates **OR** select “No Changes Necessary” to verify that your current information is correct.



3 Select “My Records.”



If you follow the instructions on this document and still cannot access MyFSU or verify/update your address, please contact the Ferris State University Technology Assistance Center.

FSU Technology Assistance Center

www.ferris.edu/techsupport

Email: TAC@ferris.edu

Phone: 877.779.4822 OR 231.591.4822