

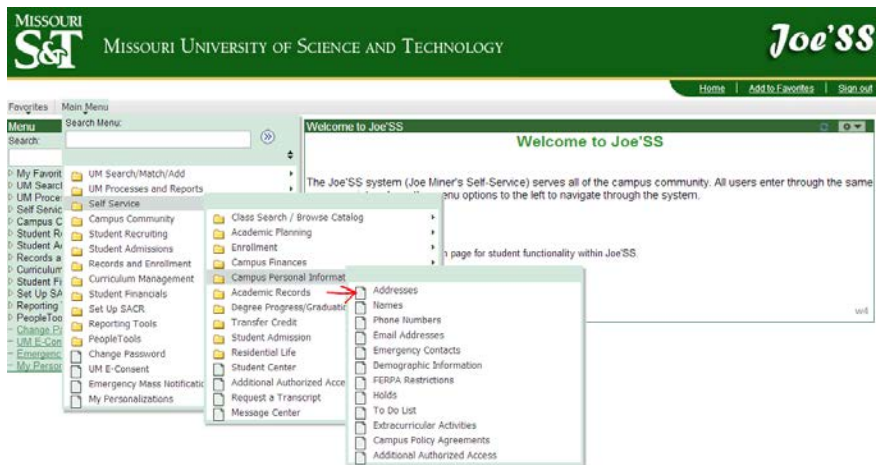
How to Change Your Address in Joe'SS

Log onto: <https://joess.mst.edu/psp/prd/?cmd=login>

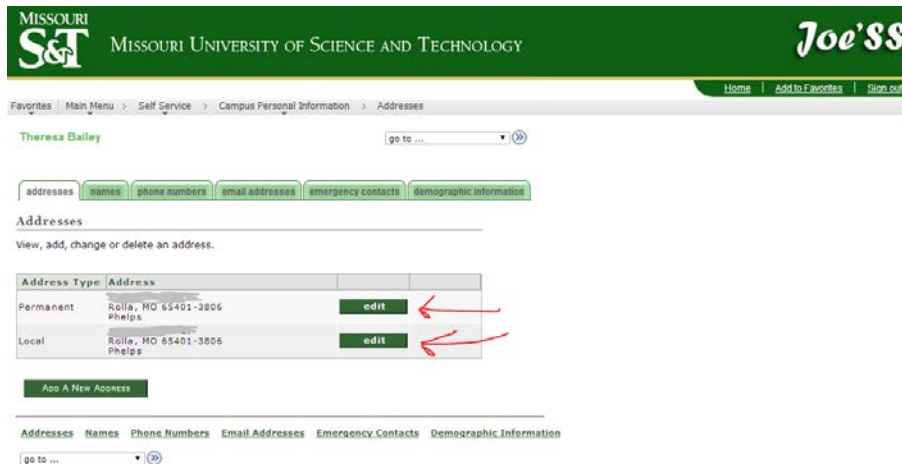
If you have trouble logging in you may select under the HELP LINKS on the left hand side you can select "IT Help Desk"

Once in Joe'SS pull down the "Main Menu" tab

- Self Service
- Campus Personal Information
- Addresses



Select which address you would like to "Edit"



Edit what needs to be changed

Select "OK" (we suggest NOT checking the override address cleanse box):

Distance and Continuing Education • 216 Centennial Hall • 300 W. 12th Street • Rolla, MO 65409-1560
Phone: 573-341-6222 • Fax: 573-341-4992 • Email: dce@mst.edu • Web: <http://dce.mst.edu>

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How to Change Your Address in Joe'SS

MISSOURI S&T MISSOURI UNIVERSITY OF SCIENCE AND TECHNOLOGY Joe'SS

Home | Add to Favorites | Sign out

Favorites | Main Menu | Self Service | Campus Personal Information | Addresses

Edit Address

Country: United States [Change Country](#)

Address 1:

Address 2:

Address 3:

City: Rolla State: MO Missouri Postal: 65401-3806

County: Phelps Override Address Cleanse

In next screen verify that all info is correct

Verify that correct "Address Type" is selected

If needed: select the date change that the address will take effect.

Select "Save"

MISSOURI S&T MISSOURI UNIVERSITY OF SCIENCE AND TECHNOLOGY Joe'SS

Home | Add to Favorites | Sign out

Favorites | Main Menu | Self Service | Campus Personal Information | Addresses

Theresa Bailey

Addresses

Change 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.

Change Address [Edit Address](#)

Rolla, MO 65401-3806
Phelps

Date changes will take effect (example: 12/31/2000)

[Return to Current Addresses](#)

Address Types

- Mail
- Business
- Billing
- Permanent
- Preferred
- Degree
- Local

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