Always update your **LOCAL** address
(required rule of maintaining your student visa status)

- **Step 1:**
  - Log in to One.iu.edu
  - Search for “Personal Information”
  - Click the app called “Personal Information (students)”
Always update your **LOCAL address**
(required rule of maintaining your student visa status)

- Step 2:
  - You will be taken to this screen; click on “addresses”
Always update your **LOCAL** address
(required rule of maintaining your student visa status)

• **Step 3:**
  – You may see different address options, like “Home” or “Mail”
  – **We need you to specifically enter a “Local” address!**
  – The “Local” address field feeds into your SEVIS record
  – Click “Add a new address”
Always update your **LOCAL** address
(required rule of maintaining your student visa status)

Step 4:
- Enter your current local address
Always update your **LOCAL** address
(required rule of maintaining your student visa status)

**Helpful tips:**

- List your street number and street name in “Address 1:” followed by your apartment number, if you have one
  - (For example: 123 Sample St, Apt 3)
- Do **not** enter the name of your apartment complex
- Complete your City, State, and Postal (or Zip code) fields
- Your completed address might look like:
  
  123 Sample St, Apt 3
  Indianapolis, IN 46202
Always update your **LOCAL** address
(required rule of maintaining your student visa status)

• **Step 5:**
  – Check “Local” on the right side of the page
  – Click “Save”
  – You are finished!! Repeat this process any time you change addresses.