Go To Student, Student Resources, Banner Self Service located under Online Services



Click on Update Addresses and Phones





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Mail - Christine Brandl - Outlook X V IT Services -	Marist College × W Update Addresses and Phones - × +		D (0)	
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Students must contact the Registrar's Office to	change their Permanent Address. Local Address should not be used for international (non-U	JS) addresses.		
Addresses and Phones				
Billing Address	Phones			
Current: Aug 02, 2010 to (No end date)	Primary: None Provided			
Human Resources Address	Phones			
Current: (No start date) to (No end date)	Primary: None Provided			
	Human Resources Phone:			
Campus Location Address	Phones			
Current: (No start date) to (No end date)	Primary: None Provided			
3 NY-Dutchess	Campus Location Phone			
Permanent Mailing Address	Phones			
Current: Dec 24, 2008 to (No end date)	Primary: None Provided			
	Cell Phone: 8			
Type of Address to Insert: Select ~ Select Billing Address Local Address				
	[View Addresses and Phones]			

If Local is not shown, Select Local from Type of Address to Insert, and click Submit

Must enter Valid Date for Address: Enter today's date

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Search	······································				
Update Addresses and Pr	iones - Update/Insert				
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Required fields on address update or ir	sert are Valid From This Date, Address Line 1, City,	, State or Province, and ZIP or Pos	tal Code; all other fields are optional. If Nation is ent	tered, only Address Lir	ne 1 and City are
required. Wh en undative on all the	w do not need to change the Valid From This Date	e value.			
Form item Valid From This Date: m	ast be entered.				
Local Address					
Valid From This Date:MM/DD/YY	1/29/2021				
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Address Line 2:	- nace	2			
Address Line 2:					
City:	Hyde Park]			
State or Province:	Now York				
ZIP or Postal Code:	12538				
County:	Not Applicable				
Nation:	Not Applicable				
Delete this Address:					
Primary Phone Number For This A	ddress:				
Area Phone Extension Code Number	International Unlisted Access Code and Phone Number	1			,

After adding address, you can add additional phone numbers like Cell Phone

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Search Go		
Update Addresses and P	'hones - Update/Insert	
Required fields on address update or i required. Wh en updating an address	insert are Valid From This Date, Address Line 1, City, State or Province, and ZIP or Postal Code; all other field you do not need to change the Valid From This Date value.	are optional. If Nation is entered, only Address Line 1 and
Local Address		
Until This Date:MM/DD/YYYY		
Address Line 1:		
Address Line 2:		
Address Line 3: City:		
State or Province:	Not Applicable	
IP or Postal Code:		
County:	Not Applicable v	
Nation: Delete this Address:	Not Applicable V	
Primary Phone Number For This	Address:	
Area Phone Extension	n International Unlisted	
Lode Number	Access Code and Phone Number	
	OR	
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Cell Phone		Not Applicat	ole		~			
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Emergency Contact - Evening Ph FERPA Disclosure Phone Fax Number	ion		Internat Access C and Pho	ional Code ne Nur	nber	Unlisted		
Human Resources Phone Local Phone Non Credit Other Phone		OR						
Parent Phone 2 Permanent Mailing Phone Previous Phone	Area Code	Phone Number	Ext.		Inte Acce and	ernational ess Code Phone Number	Unlisted	Delete
Cell Phone 🗸				<u>OR</u>				

Click Submit when finished

ubmit Reset
elect a Different Address to Update

RELEASE: 8.7

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