Changing your official UT address, contact and personal information

It is required for all UT Students to update their addresses when they arrive at the university or if they change their address while attending UT.

2. Click on UT Direct on the top menu bar to the right.
3. Sign in with your UT EID and password.
   On the main page of UT Direct, scroll down to a right-hand box titled “Related Categories and Services”
4. Scroll down and click on “All my Addresses” under “Personal Info”
5. Update your information; be sure to click the button that says “Update this Address”

**When you do not have a physical address in the U.S. during the summer**

If you will be outside of the U.S. during the summer months, you are not required to have a U.S. address on file. Once you return to Austin for the Fall semester, please be sure to update your address in UT Direct to maintain your immigration requirements. To ensure that you receive your mail, you can either have the Post Office hold it (up to 30 days) or have it forwarded to a friend’s house with their permission. Be sure to update your mailing address when you return to Austin.

You can request the following options by visiting your local post office or online:

**Forwarding/change of address**
https://moversguide.usps.com/

**Hold mail**
https://holdmail.usps.com/duns/HoldMail.jsp