

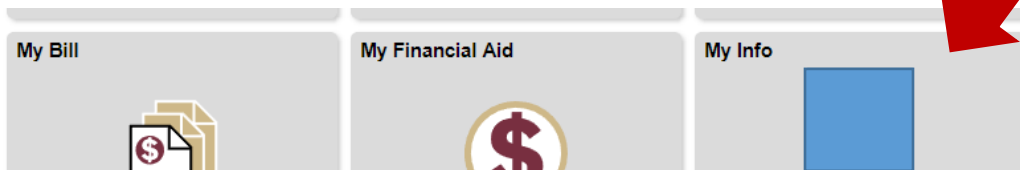
# Change Your Address

For GGSS to be able to see your total number of service hours in ServScript you will need to ensure you have a local mailing address in the registrar's system. Below you will find instructions to add your local mailing address.

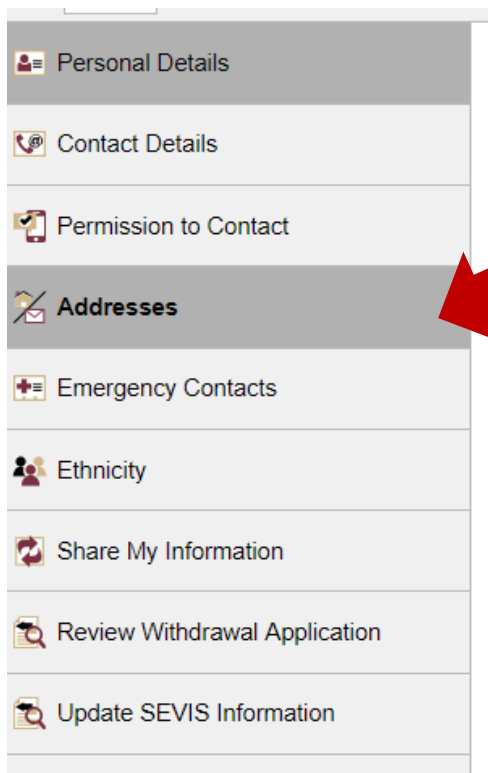
1. Go to **my.fsu.edu** and logon using your FSUID and password.
2. When your portal home page appears, on the left side of the page under **MyFSU Links**, click the **SC** icon.




3. Click on the **My Info** box.



4. In the right hand column, click on **Addresses**



5. Click the + to add a new address to the **Mailing Address** tab





Mailing Address	
<div>+</div>	
Address	From

6. Fill out the form to add and save a new Mailing Address.

<b>Cancel</b>	<b>Add Address</b>	<b>Save</b>
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Type Mailing

\*From 02/19/2019  Copy From


\*Country  

\*Address 1

Address 2

Address 3

City

State  

Postal

County  