

Report Your Address for F-1 & J-1 Students

Published on Office of International Students & Scholars (<https://oiss.yale.edu>)

Report Your Address for F-1 & J-1 Students

All students in F-1 and J-1 status must maintain the following in their SEVIS record:

- Current U.S. Residential Address in the **OISS U.S. Address** fields in Yale Hub
- Foreign Address in the **OISS Foreign Address** fields in Yale Hub
- U.S. Phone Number (if you have one)

OISS reports this information to SEVIS, but you must first update the information in [YaleHub](#) [1].

Any change in your addresses or phone number must be reported in YaleHub **within 10 days of the change**.

For more information, see the [Immigration & Nationality Act \(INA § 265, 8 U.S.C. 1305\)](#) [2]. If you have any questions about updating your address, please [contact your OISS adviser](#) [3].

New & Continuing Yale Students

[Current U.S. Address](#)

[Foreign Address](#)

1. [Log into YaleHub](#) [1]
2. On the left-hand menu, click on **Personal Data** to expand, then select **My Addresses**:



▼ **Course Enrollment**

^ **Personal Data**

My Addresses

Email and Phone Numbers

Update Emergency Contacts

Biographical

Family Contact

Term Data Update

My Preferred Name

My Gender 

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3. In the My Address section, find 'OISS Foreign Address' and click on the **Edit** or **Add** button below it:

Yale Student Information System

Important note: There is no direct delivery by U.S. mail to Yale buildings, including residential colleges and graduate student housing. Please enter a Mailing address that is not one of these locations to ensure you receive mail from Yale Health, Student Accounts, and Student Employment. Review the [Mailing & Shipping Information page](#) for additional details.

Choosing an address:

Permanent: Required for all students.

Local: All students, except undergraduate students living on campus, must have a current local address. Your local address is where you reside during the term. Unless a mailing address is specified, mail will be sent to your local address.

Mailing: Please enter a mailing address, if different from your local address. Paychecks and W2s for student employees are sent to this address. Because there is no direct delivery by U.S. mail to Yale buildings, you may not use the street address of your residential college as your mailing address.

OISS US Address: Required for all international students, except those in Yale College living on-campus. Per SEVIS requirements, address must be current. If you will not be in the U.S. this term, please visit [OISS's address page](#) for more information about choosing a U.S. address.

OISS Foreign Address: Required for all international students whose permanent address is in the US.

Diploma: Diploma mailing address only.

Note: You must enter any required addresses before you will be able to enter optional addresses.

Add New

| OISS Foreign Address | Current |
|----------------------------|---------|
| 01/10/2023 - (no end date) | |

Edit

| Permanent | Current |
|----------------------------|---------|
| 01/10/2023 - (no end date) | |

Edit

4. If prompted, enter today's date in the 'Valid From' field.
5. Enter your foreign address. This should be an address where you would return to after leaving the U.S. and can be a family member's address.
6. Click the **Save** button to save.

[U.S. Phone Number](#)

If you do not have a U.S. phone number yet, you may wait to update this until you obtain one.

1. [Log into YaleHub](#) [1]
2. On the left-hand menu, click on **Personal Data** to expand, then select **Email and Phone Numbers**:



▼ **Course Enrollment**

^ **Personal Data**

My Addresses

Email and Phone Numbers

Update Emergency Contacts

Biographical

Family Contact

Term Data Update

My Preferred Name

My Gender 

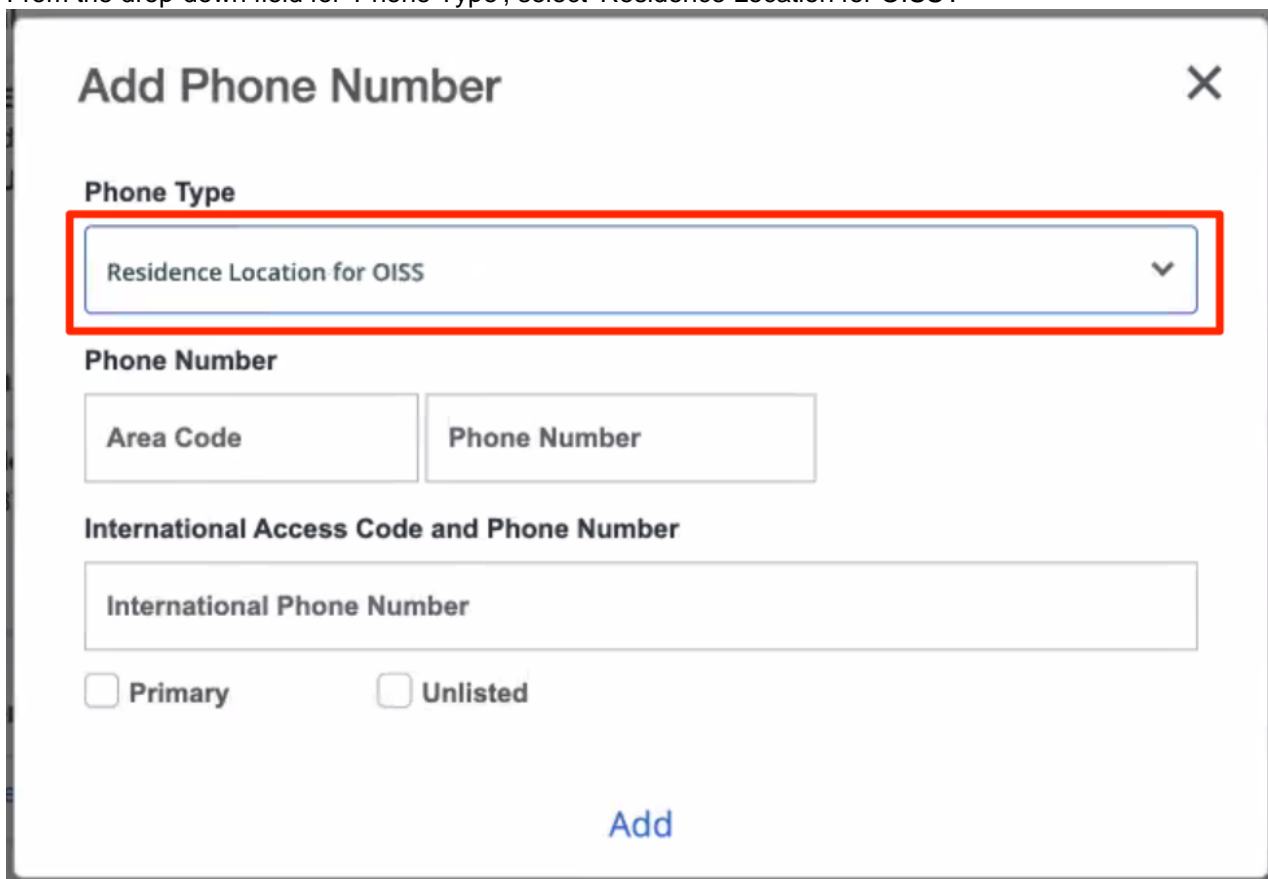
[Add a New Phone Number](#)

3. Under the 'Phone Number' section, if you do not have 'Residence Location for OISS' listed, click the



(Add New) button at the top right of the 'Phone Number' section. If you already have this section, go to the 'Update Your Phone Number' section below.

4. In the 'Add Phone Number' window that pops up:
5. From the drop-down field for 'Phone Type', select 'Residence Location for OISS'.

A screenshot of the "Add Phone Number" window. The window has a title bar with "Add Phone Number" and a close button (X). Below the title bar, there is a "Phone Type" section with a drop-down menu. The drop-down menu is open, showing "Residence Location for OISS" as the selected option. Below this, there is a "Phone Number" section with two input fields: "Area Code" and "Phone Number". Below that, there is an "International Access Code and Phone Number" section with a single input field labeled "International Phone Number". At the bottom, there are two checkboxes: "Primary" and "Unlisted". A blue "Add" button is at the bottom right of the window.

6. Add your U.S. phone number (for your U.S. cell phone, or your home or dorm room if you have one).
- No international code needed. The area code field should contain only the first three digits of your U.S. phone number (ex. 203)
 - The phone number field should include only the remaining 7 digits of your U.S. phone number
 - Do not use the extension field or the international access field
 - Do not enter any symbols (such as '+1' or '-'), only enter numbers in these fields
 - Your OISS phone number should look like this:
Area Code: 203
Phone number: 4563131

Add Phone Number

Phone Type

Residence Location for OISS

Phone Number

2034563131

International Access Code and Phone Number

International Phone Number

☒ Primary ☐ Unlisted

Add

7. Click the **Add** button to save.

[Update Your Phone Number](#)

3. Under the 'Phone Number' section, find 'Residence Location for OISS'. If you don't have this section, go to



the 'Add a New Phone Number' section above. Click the (pencil icon) button below it.

4. In the 'Edit Phone Number' window that pops up, edit your U.S. phone number (for your U.S. cell phone, or your home or dorm room if you have one).

- No international code needed. The area code field should contain only the first three digits of your U.S. phone number (ex. 203)
- The phone number field should include only the remaining 7 digits of your U.S. phone number
- Do not use the extension field or the international access field
- Do not enter any symbols (such as '+1' or '-'), only enter numbers in these fields
- Your OISS phone number should look like this:
Area Code: 203
Phone number: 4563131

Edit Phone Number

Phone Type

Residence Location for OISS

Phone Number

2034563131

International Access Code and Phone Number

International Phone Number

☒ Primary ☐ Unlisted

CancelUpdate

5. Click the **Update** button to save.

J-1 Student Not Sponsored by Yale

- You must report your change of address to your sponsor.

Source URL: <https://oiss.yale.edu/immigration/report-your-address/report-your-address-for-f-1-j-1-students>

Links

[1] <https://yub.yale.edu/> [2] <https://uscode.house.gov/view.xhtml?req=granuleid:USC-prelim-title8-section1305&num=0&edition=prelim> [3] <https://oiss.yale.edu/about/connect-with-oiss>