

CURRENT MAILING ADDRESS

Every VCU student is responsible for keeping a current mailing address on file with the Office of Records and Registration. Please verify your current address on eServices (<https://my.vcu.edu>).

If a student's mailing address is not accurate, the student should use eServices (<https://my.vcu.edu>) to make changes. Students may also submit any change of address in writing to the Office of Records and Registration, Box 842520, Richmond, VA 23284-2520 or in person at Harris Hall, 1015 Floyd Ave, 1st Floor, Room 1004.

All official mailings are sent to the permanent address on file.

Email is considered an official method for communication at VCU because it delivers information in a convenient, timely, cost-effective and environmentally aware manner. Mail sent to a student's VCU email address may include notification of university-related actions, including disciplinary action. Students who use email addresses other than their required name@vcu.edu email address also must check their name@vcu.edu address frequently for official messages from the university.