

# How to Change your Address or Phone Number.

1. log into my.whittier.edu



Secure Access Login

User Name:

Password:

[Having problems logging in? Click here.](#)

2. Once Logged in, click on the “My Info” link.



[My Account](#) | [Content/Layout](#) | **Welcome Mr. Johnny P. Whittier**  
You are currently logged in.

[Home](#) [Student Life](#) [Academics](#) [Whittier Law School](#) [My Courses](#) [My Info](#) [Tutorial](#)

3. Under the Personal Information Box, click on the “Update Addresses and Phones” link.

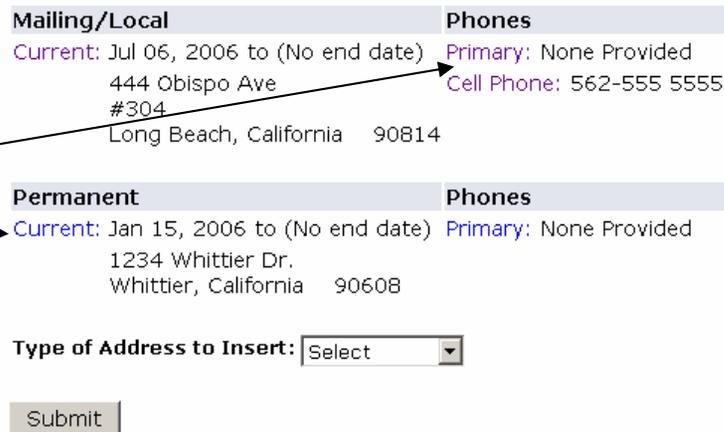


**Personal Information** □ □ ×

- [Update Addresses and Phones](#)
- [Update E-mail Addresses](#)
- [Update Emergency Contacts](#)

4. Here you see all the addresses types we have on file for you.

To change an address or phone, click on the appropriate links



Mailing/Local	Phones
<b>Current:</b> Jul 06, 2006 to (No end date) 444 Obispo Ave #304 Long Beach, California 90814	<b>Primary:</b> None Provided <b>Cell Phone:</b> 562-555 5555
Permanent	Phones
<b>Current:</b> Jan 15, 2006 to (No end date) 1234 Whittier Dr. Whittier, California 90608	<b>Primary:</b> None Provided

**Type of Address to Insert:**

# How to Change your Address or Phone Number.

5. Here you will enter the new information.

The following fields are mandatory:

- Valid From:
- Address Line 1
- City
- State
- Zip

If your address is current, DO NOT enter anything in the "Until this date" box

Enter Phone information here

When Done making changes, click the **Submit** Button.

**Mailing/Local**  
Valid From This Date: MM/DD/YYYY   
Until This Date: MM/DD/YYYY   
Address Line 1:   
Address Line 2:   
Address Line 3:   
City:   
State or Province:   
ZIP or Postal Code:   
County:   
Nation:   
Area Code:   
Phone Number:  OR International Access Code and Phone Number:   
Extension:   
Unlisted in Web Directory:   
Delete this Address:

Phone Type	Area Code	Phone Number	Ext.	International Access Code and Phone Number	Unlisted	Delete
<input type="text" value="Cell Phone"/>	<input type="text" value="562"/>	<input type="text" value="555"/>	<input type="text" value="5555"/>	<input type="text"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="text" value="Select"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="text" value="Select"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="text" value="Select"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="text" value="Select"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="checkbox"/>	<input type="checkbox"/>