

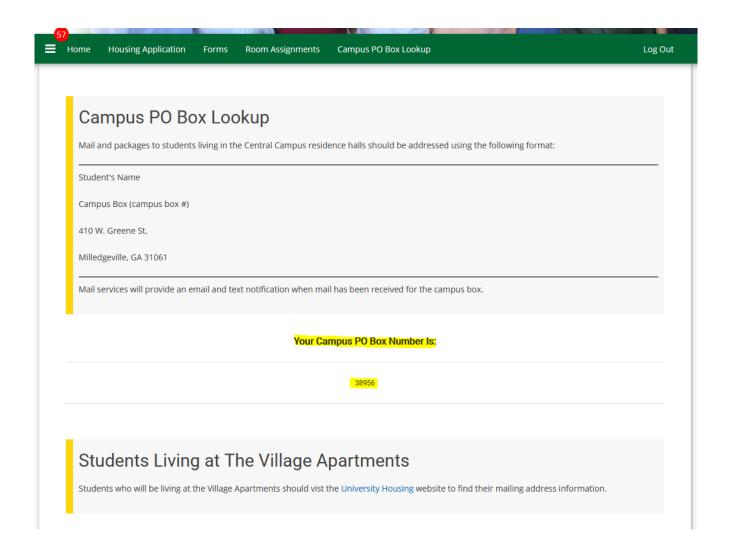
Looking up your campus PO Box

Students who will be living in the Central Campus residence halls will be assigned a campus PO Box number after they have been assigned a room. If you have not received a room assignment, you will not be able to access your PO Box number.

- 1. Log into Unify
- 2. Click on the "Service Apps" tab at the top of the screen
- 3. Click on the "Housing Application" icon (icons are in alphabetical order)
- 4. If the housing portal does not open, you will need to allow pop-ups for the site
- 5. Click the "Campus PO Box Lookup" link at the top of the screen



The top section of the page will show the address format for both regular mail and packages. Your PO Box number will be displayed in the middle of the page.



Student living at The Village Apartments should visit the <u>University Housing</u> website to find their mailing address information.