



## Campus Mail FAQs

### 1. What is my campus address format?

To receive mail on campus (letters and packages), items should be addressed using this format:

Student's Name (first name, middle initial, last name)

2115 Summit Avenue

St Paul MN 55105-1094

### 2. Do students have a mailbox?

No. Students will be notified by their St. Thomas email when they have mail to be picked up.

Mail pick up is in the Campus Store on the lower level in Murray-Herrick Campus Center.

### 3. What happens if students do not pick up their mail?

Students will receive a daily email reminding them that they have mail to be picked up. If the mail is not picked up within three months, it is returned to the sender.