



Off-Campus Study Mail Policy

The Messiah College Post Office handles mail for students who are off-campus in the following manner:

If you are off campus for a semester, you are considered not here for the **entire** semester at Grantham, regardless of the start date of the program. There are too many programs with different start dates to deliver mail to you for a short time before you leave. If you leave an off-campus program and return to Grantham, it is your responsibility to let the Campus Post Office know, so we can resume mail delivery to your mailbox.

Below is how we handle the mail for the different programs:

Philly Campus:

Philly students will receive their mail from Grantham in a mailbox at the Philly campus. Mail is forwarded by courier at least once a week during the school year from Grantham. We can send all mail received for you including campus mail.

American Studies, Contemporary Music Program, LA Film Studies, Oregon Extension:

The Campus Post Office is able to forward first class mail, first class packages, and magazines to these programs. Campus mail, UPS, and FedEx packages are not able to be forwarded and will be returned to the sender.

All Other Study Abroad Programs:

The Campus Post Office is **not** able to forward mail to these programs. All first class mail, first class packages, and magazines will be forwarded to your

home address. Campus mail, UPS, and FedEx packages are not able to be forwarded and will be returned to the sender.