

Incoming mail should be addressed as shown below. Failure to address mail properly may cause it to be delayed or not received at all.

Mail delivered by the United States Postal Service should be addressed in this manner:

Student's Full Name	Example: Jane W. Doe
EMCC Student Mail	EMCC Student Mail
P.O. Box 158	P.O. Box 158
Scooba, MS 39358	Scooba, MS 39358

Packages that are sent by other means (FedEx, UPS, etc.) should be addressed in this manner:

Student's Full Name	Example: Jane W. Doe
EMCC Student Mail	EMCC Student Mail
1512 Kemper Street	1512 Kemper Street
Scooba, MS 39358	Scooba, MS 39358

Incoming mail can be picked up at Wallace Hall (Business Office).

To send mail, simply drop it off at Wallace Hall (Business Office) before 2:00 p.m. Monday - Friday. Stamps may be purchased for the current rate.