

# Missouri State

## PRINTING AND POSTAL SERVICES

Follow these instructions to register for the Missouri State University Printing Services and Copy This online ordering system:

*(All orders must be submitted through the online system.)*

*Call 837-2322 if you have any questions.*

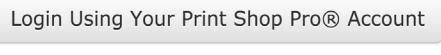
1. Open your internet browser *using Firefox or Chrome only* and go to: [missouristate.edu/printingandpostal/](http://missouristate.edu/printingandpostal/)

2. Select the  button.
3. Select the *Log In* link:

[Missouri State Printing Services Ordering](#) [Contact Us](#)

 Log In



4. Select the  button and create a login user name and password.
5. Enter all contact information requested and select the  button at the bottom of the page.
6. *After you have completed your profile, to activate your registration please email [PrintingServices@MissouriState.edu](mailto:PrintingServices@MissouriState.edu) and we will activate your registration so that you can create an order.*