A New Class of
On-Campus Solutions

The UPS Store
You help transform the future
The UPS Store can help transform your business solutions

Your university is greatly invested in the shaping of tomorrow. By fostering knowledge and learning, you play an integral role in developing the individuals who will serve the community, the nation and the world.

A responsibility as immense as higher education requires focus. But, as you already know, the logistical challenges of campus mail operations can be time-consuming, distracting and even burdensome. The solution? Bring The UPS Store® center—and its streamlined services—to your campus.

When you rely on the expertise of The UPS Store brand, you can concentrate your energies on what you do best: inspiring and empowering the new generations that will help create a more promising future.
Residential Life
Mailroom Management
All the help without the hassles

With every new semester that arrives, the mailroom is piled high with books, packages and letters. It can feel overwhelming when you’re trying to stay on track with course and classroom preparation. Let The UPS Store® center handle student mail with a plan that entails consolidating the residential mail and parcel receiving processes into a centrally located facility or facilities with secure, 24-hour access.

By streamlining operations, The UPS Store center would have the capability to manage up to 25,000 student mailboxes. And unlike a P.O. Box, The UPS Store center offers students a mailbox with a real street address. This allows students to receive express carrier parcels in addition to USPS® mail. To help reduce lost or misdirected mail, students can keep the same address for the duration of their university career—no matter how many times they move.

Upon arriving at The UPS Store center, all parcels are electronically logged and stored with signature requirements to limit liability and allow tracking to the end recipient. Students are notified via email or text that a package is available for pickup at The UPS Store center’s retail counter during business hours.

Alternatively, should space for a consolidated facility not be available, we have the ability to deliver to existing mailboxes located within the residence halls.

*If applicable.

Campus Mail Management
Added convenience for staff and faculty

Your day is filled with back-to-back classes and staff meetings. But you still have to make copies of an article, print a presentation and send a package. That’s hours of your time—not to mention driving all over town. The UPS Store center can manage the university’s entire campus mail operation, providing both inbound and outbound service to all staff and faculty in every department. Plus we have the resources to offer services like printing, copying and more—all under one roof.

Personal Parcel Receiving Services
A secure spot for package pickup

You spend most of your day on campus in the classroom teaching, researching and planning lectures. Wouldn’t it be helpful to have important packages delivered to the campus instead of your house, where they might sit outside unattended?

The UPS Store center can act as an alternate delivery location for faculty, staff and students wishing to receive personal parcels on campus. We offer a secure and convenient holding point for those who need to receive parcels during school hours. Signature requirements add peace of mind and ensure that packages are released to the proper recipients. We accept packages and parcels from multiple carriers.
Campus Print Services
No job is too big or too small

You have an assignment: you need a high-quality reproduction of the university logo and you need it fast. The UPS Store® center is your one-stop print shop with the experience to deliver professional results you can count on.

The UPS Store center can offer a wide range of professional printing services for students, staff and faculty. The menu includes digital printing with scanning and archiving, offset printing for business cards and brochures, and even wide format printing for posters and banners. For added convenience, centers also provide online printing through an e-commerce website. If you need prints or copies—whether it’s 2 or 200, black-and-white or color—The UPS Store center on campus will help you get it done.

Move-In/Move-Out Assistance
We pack it and ship it

To address the challenge of the fall semester transition, students can receive their unique address and have items shipped to The UPS Store center prior to arrival at the university. This allows The UPS Store center to consolidate each student's belongings and have them ready for pickup when students arrive on campus.

During the move-out period, The UPS Store center offers customized UPS shipping services and professional packing services. Items are professionally prepared for travel by plane or by car to arrive at their destination. The UPS Store center also offers shipping supplies such as moving boxes, tape and cushioning material.

Convenience on campus

The UPS Store center on campus can deliver all the standard products and services offered in our retail locations—all within walking distance.

Full-Service Packing, Shipping and Receiving
• Multi-carrier platform
• Freight, wood-crate and fragile items
• Packing and shipping supplies
• The UPS Store Certified Packing Experts®
• International shipping

Postal and Mailbox Services
• Electronic (text or email) parcel notification
• Mail forwarding
• Metered mail
• Stamps and mailing supplies
• A real street address

Printing and Document Services
• Digital printing
• Online printing
• Wide format printing
• Scanning and CD burning
• Full-color and black-and-white copying
• Document finishing services, including binding, laminating, collating, cutting and drilling

Ancillary Business Services
• Notary services*
• Faxing services
• Passport photos
• Fingerprinting services, including Live Scan

*In most states.
A brighter future for OUR planet

On today’s campuses, everyone from students to staff is looking for ways to be more environmentally conscious. The UPS Store® shares your vision for a greener world, and can show you how to do more, using less. It will be good for your school and great for the planet.

Our commitment to environmental stewardship means you can be confident you’ve chosen to work with a company whose own practices will benefit the campus and institution. Whether it’s the way a box is designed or helping make sure packaging peanuts don’t end up in a landfill. The UPS Store center offers a wide range of products and services that can be easily integrated into your daily operations—making it easier to measure, manage and mitigate your impact on the environment.

While you educate young minds on the power of environmental and social responsibility, The UPS Store will do our part. Together, we’ll strive to make the world a healthier and better place to live.

Our solutions

• Reusable Express Envelopes
  Reduce waste by using envelopes more than once.

• New Retention Packaging
  Made with innovative, earth-friendly packaging material, these boxes eliminate the need for bubble cushioning and packaging peanuts for less fragile items.

• UPS® Carbon Neutral
  Lets you proactively mitigate the CO₂ emissions associated with your shipments for as little as five cents per package.

• Consolidated Receiving Point
  Reduces carbon footprint on campus by eliminating multiple delivery points all over campus.

• Recycling
  Certain types of packaging peanuts can be recycled at The UPS Store locations. Centers also accept and recycle shipping boxes.

• Earth-Friendly Design
  Once the university has provided a shell for the center, the design, construction, equipment and signage will be added in compliance with university building codes and guidelines. To make the center itself environmentally responsible, materials that meet California Air Resource Board (CARB) standards will be used.
To find out more, email:
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