

MSU E-Mail System

Mayville State University's policy on the University's e-mail system.

1. Mayville State University considers the university's e-mail system, e.g. employee's or student's username@mayvillestate.edu (the MSU email naming convention) along with the United States Postal Service, an official means of communication.
2. The university will consider employees and students to be duly informed and in receipt of notifications and correspondences sent by an college administrator, staff, or faculty delivered to an employee's or a student's university e-mail account. It is recommended that employees and students frequently access their university assigned e-mail account for official information.
3. Individuals may choose to have their @mayvillestate.edu e-mail account forwarded to an off-campus account. Such individuals, however, are responsible for managing their disk quota such that there is room for new mail to arrive and for forwarding their Mayville State University e-mail account to a functioning alternative e-mail address.
4. The University is not responsible for delivery problems to non-official e-mail accounts.

Reviewed: Fall, 2008
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Sponsors: Vice President for Academic Affairs
Information Technology Committee