

## **Using Student E-mail Addresses**

Upon registering at the University of Prince Edward Island, each student is issued a UPEI e-mail address. When corresponding with the University, students must use their UPEI e-mail address to ensure that the receiving party can appropriately identify the sending party.

The University of Prince Edward Island takes seriously its responsibility to interact with students in a secure manner that protects their privacy. The only effective way to maximize the probability that e-mail between the University and students remains private is to communicate through the UPEI e-mail system.

Students may forward their e-mail to another e-mail address and this function is available in the UPEI e-mail system. However, students should understand that when doing this, there is an increase in the risk that the e-mail will not remain private.

If you have any questions, please contact the University's Registrar at [registrar@upei.ca](mailto:registrar@upei.ca) or the UPEI Privacy Officer at [privacy@upei.ca](mailto:privacy@upei.ca).