Use of Email as Official Means of Notification to Students

POLICY STATEMENT
Email is the official medium of communication to students at Augusta University (AU).

AFFECTED STAKEHOLDERS
Indicate all entities and persons within the Enterprise that are affected by this policy:
☐ Alumni ☐ Faculty ☒ Graduate Students ☒ Health Professional Students
☐ Staff ☒ Undergraduate Students ☐ Vendors/Contractors ☐ Visitors
☐ Other:

DEFINITIONS
Intentionally left blank.

PROCESS & PROCEDURES
All students at AU are expected to check their email account on a daily basis for important University announcements and other pertinent information. Students also are expected to update their contact information in Banner when necessary.

REFERENCES & SUPPORTING DOCUMENTS
Intentionally left blank.

RELATED POLICIES
Acceptable Use of Information Technology

APPROVED BY:
President, Augusta University and CEO, AU Health System Date: 06/09/2017