

## 02.07.03 Email as Official Means of Communication with Students

### Description

#### **02.07.03 Email as Official Means of Communication with Students**

The Eastman School of Music provides students with an email account upon matriculation. The cost of the email account is included in the student comprehensive fee. Students can expect to receive official information regarding deadlines, policy/procedure changes, changes in degree requirements, special events, course schedule changes, regulatory changes, emergency notices, as well as other helpful information. Official announcements are sent to the University assigned email address only. Official messages will not be sent to other email addresses.

Students are responsible for all information sent to them via their University of Rochester email account. It is expected that such communications will be received and read in a timely fashion. It is important for Eastman students to understand that most information will be communicated to them via their University assigned account while they are students. If a student chooses to forward their University email to a non-University account, he or she is responsible for all information, including attachments and links, sent to any other email account.

### Date

2024/07/06