

### **F.7.1 (Policy) Student Email Account The Official Electronic Mode of Communication**

Responsible Department: Vice Chancellor for Student Success

Board Adoption: 5-17-11

Last Board Action: 9-24-14

Reviewed: 2-22-16

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Email services are provided to students of the Alamo Colleges in support of the educational, training and outreach mission of the colleges and the administrative functions to carry out that mission. A college-assigned student email account is considered the official electronic channel for communication between the District, colleges, and students. The Alamo Colleges reserves the right to send official communications for college-related business and to share general information of importance to students. Emails are sent to students with the full expectation that students receive and read emails in a timely fashion. Email may not be used for unlawful activities and all users are expected to comply with Appropriate Computer Usage policies of the Alamo Colleges (C.1.9).