

## IHCC Student College Email Communication FAQ

### **Q: How do you get college information and communications?**

A: Email is the official means of communication between the college and you, the student, but it is not the only means of communication. You may also receive paper letters for time-sensitive or critical information. You may also receive ongoing encouragement, reminders to register, or retention-focused communications via post card or text message (if you have opted in for text messages).

### **Q: How do you sign up for a college affiliated email account?**

To sign up for a college affiliated email account, please follow these instructions:

- IHCC provides each student an EDU email account in the Microsoft Office 365 system. To log into your EDU account
  - Go to <https://portal.office.com>
  - Login with <YourStarID>@go.minnstate.edu and use your StarID password
  - Follow the directions presented to start using your email account

Additional information can be found here: [Student Email | Inver Hills Community College](#)

### **Q: What will the college do with your email address?**

The College will use your email address as the official means to communicate with you. The College shall not lease or sell your email address. The College shall take a pro-active approach to blocking unsolicited, bulk email messages to college-issued email accounts.

### **Q: How do I opt in for texting?**

The Federal Communications Commission and the MN State General Counsel require that the College get “express consent” to send text messages – meaning that you need to expressly tell the College that you agree to receiving text messages from the system or College.

This means that Minnesota is an “opt-in” versus “opt-out” state. Accordingly, you must affirmatively agree to receive text messages from the College. You can opt in by logging in to e-services (select Account Management, then click on Turn text messaging on or off).

### **Q: Where might I receive other college information such as grades and class performance?**

Your official academic record is found in e-services under “Grades and Transcripts”. Information on individual assignments or class progress can be found in D2L/BrightSpace or Starfish.

### **Q: Can I redirect my college email to a personal account?**

Yes, you may redirect or forward your college-assigned email to a personal email address, but do so at your own risk. Redirecting email and subsequently losing or missing email messages does not relieve you from the obligation to respond to college-initiated messages or notices. See document entitled, “Forwarding student email to a personal email account” on the [student technology support page](#).