

Memorandum

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CC: Lloyd Onyett, Don Rosenberger

graduation. Students who do use their university e-mail often inquire about how long a user ID will be theirs after graduation, and a clear public policy on this matter would help. The team also felt that establishing a system of alumni e-mail addresses (e.g., “sfjackson0612@alumni.iup.edu”) may be a useful way of maintaining alumni connection to the university.

7. In a similar vein, it was thought that giving e-mail addresses to incoming students ought to be accomplished before they actually arrive at IUP, and that upon a university admissions deposit, a letter to the student giving them their ID, password and information on the university Informational Technology services may be a good way to give students a feeling of university commitment to them.

Accordingly, the student ID action team recommends a student ID system that is:

Fmlast0613@iup.edu

Where F=first initial

Where M=middle initial (if any)

Where last=last name

And where the four-digit number is the student’s birthday. This number could be reset by the student upon request to something beginning with “14” since there are no months equivalent to 14. This student ID would last for one year after graduation or separation from the university after which an offer of an alumni account for a very nominal fee would be made.