

University of Wisconsin Colleges and University of Wisconsin - Extension Electronic Mail (E-mail) Address Policy

An e-mail address is used to send and receive e-mail using the UWCX e-mail system.

E-mail addresses for faculty, staff, and students use the following format:

- Faculty & Staff: John.Smith@(uwex, uwc, uwex.uwc, vilas.uwex, ces.uwex, etc.).edu
- Students: SMITJ1234@uwc.edu

Note: Hyphen's will be removed from the network ID's for faculty and staff, however hyphens will be retained within the e-mail address (ex. Jane.SmithJones and Jane.Smith-Jones@uwex.edu).

Generic e-mail addresses have historically been used within the UWCX e-mail system. With the continually savvy nature of computer hackers, generic e-mail addresses have become security risks due to the lack of accountability and management that is associated with their use. Therefore, the general use of new generic email addresses within the UWCX email system will no longer be supported. Use of existing generic email addresses will continually be reviewed and alternative options sought out. Exceptions to the use of generic email addresses will be reviewed on a case by case basis.

Created: August 28, 2012

Approved by: Assistant Vice Chancellor of Information Technology