

**SCHOOLCRAFT COLLEGE**  
18600 Haggerty Road, Livonia, Michigan 48152-2696

**STUDENT EMAIL**

Schoolcraft College will provide each admitted applicant with a Schoolcraft email address. The College will make the assumption that students' official @apps.schoolcraft.edu accounts are being accessed regularly. The use of and responsibilities associated with student email will be governed by the procedures outlined in Procedure 2012.1 and 2012.2.

All use of email, chats and message boards, including use of sensitive or confidential information will be consistent with Policies 1090 (Computer Use), 2060 (Access to and Release of Confidential Student Information), and Procedure 1060.1 (Student Code of Conduct).

As steward of the official student email address, the Office of the Registrar is responsible for directing use of student email.

Reviewed—Cabinet  
October 16, 2012  
December 4, 2012  
Revised—February 27, 2013  
(2013-13)