

# EMAIL – OFFICIAL METHOD OF COMMUNICATION

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Students are required to obtain an official VCU student email account within one week of the beginning of their first semester of enrollment. Students are responsible for reading in a timely fashion university-related communications sent to their official VCU student email account. The Office of Financial Aid uses email to provide financial aid information, to request documentation to support financial aid application data and to provide financial aid application status and award information. Information on how to set up an account is available online (<http://www.ts.vcu.edu/askit/email/>).