



E-mail Guidelines for Students (@lumsastud.it)

LUMSA university provides each student with a university e-mail account, within ten days from the registration. You do not need to ask for that.

To access your email account: <http://mail.lumsastud.it>

User: <use the user of Mi@LUMSA@lumsastud.it>

Password: <use the password of Mi@LUMSA>

To make it easier, the credentials to access the email are the same to log in Mi@lumsa,

- you can change your password in [Mi@Lumsa](#) (reserved access)
- you can recover your password in [Mi@Lumsa](#)
<http://servizi.lumsa.it/Anagrafica/PasswordDimenticata.do>
- you can send emails to every email domain (i.e. gmail, libero, Tiscali, and so on), you can receive email only from lumsa.it and lumsastud.it domain (excluding external domain as gmail, libero, Tiscali, and so on)
- you can see your @lumsastud.it email in the personal data section of Mi@lumsa (reserved access)
- for security reason @lumsastud email address can be checked only by web mail, you cannot use email client such as Outlook or similar
- when you enter lumsastud email box by web mail, we suggest that you enable the forwarding of the incoming emails to your usual personal email address; in doing so students can receive any official communication of the University directly on their usual email box.
- more in detail, once you enter your lumsastud email box, you can enable the forwarding from the menu that you can find clicking on the gear icon on the top right, choosing “Settings” and then clicking the “Forwarding and POP/IMAP” tab, as shown in the pictures below.





In case of **TECHNICAL PROBLEMS** (technical malfunction of the webmail, problems in sending and receiving emails that are not included in the above mentioned restrictions), please contact our technical support by email, helpdesk_posta@lumsa.it, detailing

SURNAME AND NAME

REGISTRATION NUMBER

TYPE OF TECHNICAL MALFUNCTION FOUND