

Welcome to **TWU Alumni Mail**, a free e-mail for life service for graduates of TWU!

No matter your date of graduation you are eligible for this new service provided by your university in partnership with Google.

New graduates - If you are recently graduated from TWU (last 6 months) you can create your account [yourname@twu.alumni.edu](mailto:yourname@twu.alumni.edu) by following these simple steps—

- 1) Go to <http://newmail.alumni.twu.edu>
- 2) Register with your name and **Student ID** number
- 3) Once you receive access, set up your **TWU Alumni Mail** account
- 4) Wait 15 minutes for set up -- then begin using your new professional-looking e-mail account showing your alumni status and TWU affiliation!

Graduates of more than 6 months can create an account [yourname@twu.alumni.edu](mailto:yourname@twu.alumni.edu) by following these steps –

- 1) Go to <http://newmail.alumni.twu.edu>
- 2) Register using your name and **Alumni ID** number  
Your Alumni ID number is located just above your name on your TWU TIMES alumni newspaper mailing label or you may call the TWU Alumni Office 940-898-2586, verify your identity and obtain your Alumni ID number to be used in setting up your account.
- 3) Once you receive access, set up your **TWU Alumni Mail** account
- 4) Wait 15 minutes for set up -- then begin showing your TWU affiliation by using your account!

### **TWU Alumni Mail FAQ**

1. **What is TWU Alumni Mail?**

**TWU Alumni Mail** is an e-mail for life product offered to graduates of Texas Woman's University. **TWU Alumni Mail** is powered by Google and offers each user a customizable @alumni.twu.edu e-mail address showcasing their alumni status.

2. **How is Google involved?**

Google and its web-based e-mail program Gmail are the engines that power **TWU Alumni Mail**. Each account provides users with over 6 GB of storage, fast Google searches, and powerful spam protection. In addition, users also have access to Google Calendars for storage of all of their important dates and events.

3. **Can I forward my @twu.edu address to TWU Alumni Mail?**

Yes! [Instructions on forwarding your @twu.edu address can be found here.](#)

4. **Can I forward my TWU Alumni Mail address to another e-mail address?**

Yes! After logging in to **TWU Alumni Mail**, click "Settings" in the top right-hand corner and then "Forwarding and POP/IMAP."

5. **I've signed up for a TWU Alumni Mail account. How do I access it?**

After you fill out the **TWU Alumni Mail** sign-up form, a confirmation e-mail will be sent to the e-mail address that you specify in the form, with instructions on accessing your **TWU Alumni Mail** account.

6. **Can I access my TWU Alumni Mail in an external mail client?**

Yes! Configuring your **TWU Alumni Mail** account in an external mail client (Microsoft Outlook, Lotus Notes, etc.) is easy and can be achieved using POP or IMAP access. After logging in to **TWU Alumni Mail**, click "Settings" in the top right-hand corner and then "Forwarding and POP/IMAP." Enable the option you'd like to use and follow the configuration instructions linked in that section. Remember to use your full e-mail address as your username.

7. **Can I access my TWU Alumni Mail on my cell phone?**

Yes! **TWU Alumni Mail** powered by Google can be setup on most data-enabled cell phones, like the iPhone, Blackberry, Treo and phones running Windows Mobile. Cell phone access can be done via your mobile browser by visiting <http://mail.alumni.twu.edu> or by enabling IMAP on your account and setting up **TWU Alumni Mail** as an e-mail account on your phone.

Click [here](#) for instructions on enabling IMAP on your **TWU Alumni Mail** account and for instructions on setting up **TWU Alumni Mail** as an e-mail account on your phone.

## Google FAQ's

1. **What is Google Apps?**

A bridge between our organization and Google products. On one side, we have communication and collaboration needs for our alumni. On the other side, there are successful, innovative, online personal Google products. Google Apps allows us to embrace the strengths of both sides.

2. **Where can I get more information on Google?**

Help Center: [www.google.com/support/a/users](http://www.google.com/support/a/users)

Frequently asked questions updated daily by product experts, tutorial videos of key features, user interface screenshots, active discussion groups, and more.