

Alumni Email Account Policy	
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Alumni Email Account Policy

Alumni of Lincoln Memorial University will retain access to their Office 365 student email account after graduation following these terms and conditions.

1. Any additional services associated with the email account, such as access to Microsoft Office products and OneDrive, will be removed after graduation.
2. Any email account that has not been signed into for more than 90 days or does not have a forwarding email address setup will be deactivated.
3. Any email account that is suspected of being compromised will be deactivated.
4. Email accounts that are deactivated will be deleted after 30 days unless the alumni contacts the IS Help Desk at 423-869-7411 to reactivate their email account.
5. Alumni email accounts can be reinstated after their deletion, but the contents from the previously deleted email account cannot be restored.
6. Alumni that wish to reinstate their email account will need to contact the IS Help Desk at 423-869-7411.
7. Alumni email accounts are subject to the password policy listed at <https://www.lmunet.edu/information-services/i-need-help-with/email.php>