



Hennepin Technical College™

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## **Chapter 2: Students**

### **Student Email**

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Authority: Hennepin Technical College  
Custodian of Policy: Director of Technology

**Policy**

**2HTC.1**

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### **POLICY STATEMENT**

Hennepin Technical College (HTC) will make available to all students, the use of official student email account to facilitate more efficient and effective communication. Institutionally managed email will be deemed the official means of communication between the college and students.

This policy is intended to guide the appropriate use of student email, in particular those messages sent from Hennepin Technical College to students. Students may choose to use their campus-issued email accounts more broadly than prescribed by these guidelines.

All messages must adhere to Policy 5.22 Appropriate Use of IT Resources, Policy 3.6 Student Code of Conduct, Minnesota State Code of Conduct and Ethics, and Minnesota Statutes 43A.38, Subd. 4 and 43A.39, Subd.2, and the Family Educational Rights and Privacy Act of 1974, as amended.