



## **Email Access After Graduation**

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## Account access after graduation: What to know

Student access to Penn O365 (including email and OneDrive) ends 60 days after graduation. Here's what to know and how to prepare:

As outlined in Penn ISC's <u>PennO365 Frequently Asked Questions for</u> students,

"Office 365, Office 365 Online, and OneDrive for personal computers and mobile devices are free as long as you are a student enrolled at Penn. Once you graduate or leave Penn, your student account will expire 60 days from your graduation date or last day at Penn."

For May graduates, this expiration date typically falls in mid-August. This transition impacts the following and other services:

- PennO365 email account
- OneDrive
- Office 365 and Office 365 Online

To prepare for this transition, Nursing ITS recommends the following actions prior to graduation:

- Save and/or forward any emails you'd like to keep
- Download and choose a different storage option for any files stored in OneDrive
- Consider options for using Office products after graduation (see <u>What</u> are my options after my PennO365 account expires?)

Questions? Contact the Nursing ITS Service Desk at <a href="mailto:servicedesk@nursing.upenn.edu">servicedesk@nursing.upenn.edu</a>