

Dear Anoka-Ramsey Community College Colleagues:

The Office of Information Technology (OIT) is pleased to share the following information regarding email accounts and the Office 365 Shared Tenant (migration will begin Friday, June 14 at 6:00 PM).

On Monday, June 17, 2019, you will continue to use your current email address; however, if there are multiple people with the same name, you will be assigned a new secondary email address based on the MinnState email rules. The addresses will route to the same mailbox.

Employees:

- Your current email address will not change:
firstname.lastname#@anokaramsey.edu
- If there are multiple people with the same name, you will be provided a new email address which will include dot and number after your name.
[firstname.lastname\(.#\)@anokaramsey.edu](mailto:firstname.lastname(.#)@anokaramsey.edu)

Notables:

- Your default email address will be your current email address. You do NOT have to change business cards or other signature pages to reflect the new email address.
- You will keep the same email address for the entirety of your employment with Anoka-Ramsey Community College.
- If you are forwarding your email to a personal account, you will need to re-establish forwarding rules.

IMPORTANT NOTE:

StarID and password will remain the same.

This change does not affect computer logins or applications other than Office 365

Stay tuned for more information and details. Don't forget to check out [ARCC Tech News](#) for updates, FAQs and How-To's!

**Service Desk | Office of Information Technology
Anoka Technical College | Anoka-Ramsey Community College
763-433-1510**

Please note: The Office of Information Technology will NEVER ask for email account validation, personal information (SSN, etc.) or a username and password via email.

