Cuesta College Emeritus E-mail Request Form

The District allows emeritus employees to retain an @cuesta.edu email address (though not a full email account) and will forward any email coming to their Cuesta email address to another email address, which the user specifies. Emeritus email forwarding is to be used to foster education, research, academic development, public service, and administrative functions in support of District programs.

Emeritus email forwarding is a revocable privilege

Users are responsible for using email forwarding in an effective, efficient, ethical, and lawful manner. The user is prohibited from using email forwarding in any unlawful manner including fraudulent, threatening, libelous, obscene, or harassing communications; in procuring, or distributing obscene or pornographic material; or for private commercial purposes.

Users have no expectation of privacy

The District reserves the right to access, review and copy, and disclose any information entered or retained in computer technology and communications resources.

Cuesta email will only be forwarded

Note that email sent to your @cuesta.edu email address will be forwarded only, to the new address you provide. It will not be stored at cuesta and you will not have direct access to it through Cuesta College computers.

You must inform the Cuesta Information Technology (IT) department of address changes

It is the applicant's responsibility to contact Cuesta's IT department if your forwarding address changes. If the forwarding email address you provide becomes stale or if email being forwarded to the address provided otherwise bounces, a Cuesta IT employee will make one attempt to resolve the problem. If the problem cannot be resolved in a timely manner, the privilege may be revoked.

To enroll in this benefit, please complete the information below, and send it to itsupport@cuesta.edu:

Name: _____

Current Cuesta Email Address: _____

Personal Email Address (for forwarding): _____

Personal Contact Phone Number: _____