

# Configure your iOS Device for Student Email Service

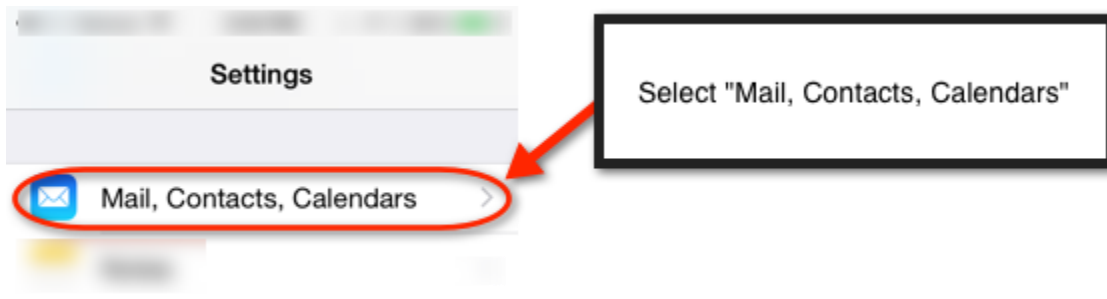
Posted On: January 7, 2017

## SETUP YOUR EMAIL

1. Open your device and locate the **Settings** app.
2. Select **Settings**



3. Scroll down and select **Mail, Contacts, and Calendars**.



4. Under **Accounts** select **Add Account**.



5. Select **Exchange**



6. On the next page:
  - A. Enter your school email address
  - B. Enter Email Password
  - C. Leave the Description Box "Exchange"