

**RYERSON UNIVERSITY**  
**POLICY OF ACADEMIC COUNCIL**

**ESTABLISHMENT OF STUDENT E-MAIL ACCOUNTS FOR OFFICIAL  
UNIVERSITY COMMUNICATION**

Policy Number:	157
Approval Date:	February 2003
Responsible Offices:	Provost and Vice President Academic; Vice President Administration & Student Affairs; Registrar; Director of Student Services
Review Date:	September, 2006
Implementation date:	Academic Year beginning September 2003

All students in full and part-time graduate and undergraduate degree programs (as well as Diploma in Arts students) are required to activate and maintain a Ryerson University central Matrix e-mail account which shall be an official means by which they will receive University communications.

Only the Provost and Vice President Academic, the Vice President Administration and Student Affairs, the Registrar, and the Director of Student Services may authorize use of the Matrix system for the simultaneous sending of e-mails to all students.

Procedures for student activation and use, as well as the Ryerson Student Computing Guidelines, shall be available on the Ryerson University website.