

## **Student Email ID Recommendations**

1. Email address be assigned to all individuals at the point of application.
2. This address is the only one collected and stored in SIS with no ability for the student to change it.
3. This address stays with the student through graduation at UK and be given to alumni for their purposes.
4. In the event the student does not graduate, this address should be removed from the directory after 1 year.
5. If the applicant does not enroll, the address should be removed with the purging of other data.

The explanation of doing this at the point of application instead at the time of enrollment, was to allow housing and financial aid to correspond with them before the application is on file.