## GUIDELINES ON THE ACCOUNT UNIVE

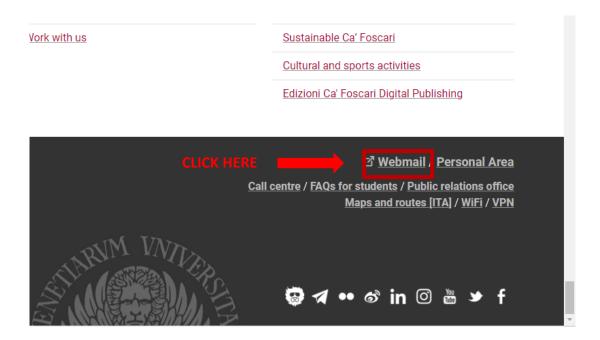
International students, once enrolled are given a matricula number and a password: these are the credentials to use when accessing the webmail and the personal area.

The Account Unive is identified by your matricula number, for example <u>123456@stud.unive.it</u> and it is compulsory you check the Unive account frequently, as it is going to be used to send information about events, procedures, exam-based information etc.

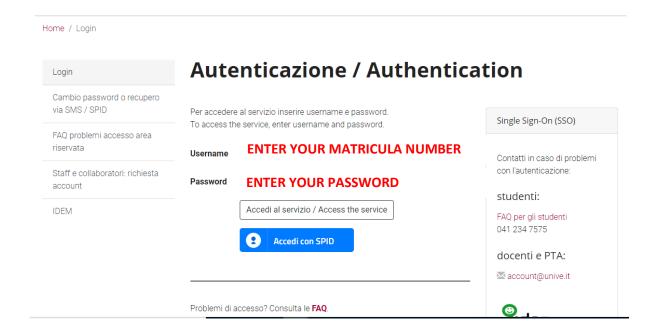
If your password expires, you need to send to <u>incoming.mobility@unive.it</u> a copy of your ID or passport.

Let's say I want to access my Unive webmail. The procedures are the following:

- 1. Go to <a href="https://www.unive.it/pag/13526">https://www.unive.it/pag/13526</a> the home page of the Ca' Foscari website
- 2. Scroll down the page until the end and click on "webmail" as in the example below



3. You will be redirected to this following page, where under **USERNAME**, you need to write your **MATRICULA NUMBER** and under **PASSWORD**, the **PASSWORD** you're given.



4. After that, **click on ACCEDI AL SERVIZIO/ACCESS THE SERVICE** and you'll enter your Unive Webmail.

