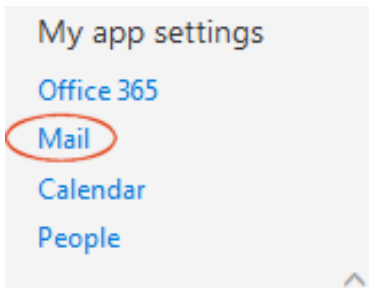


How to Forward Your KPU Student Email to another Email Service

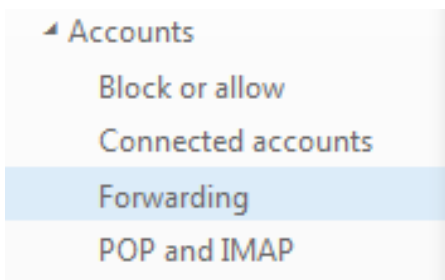
1. Once you are logged in to email.kpu.ca click on the small gear at the top right.



2. From the menu that appears, click on **Mail** (near the bottom)



3. On the left side menu, choose **Forwarding** from the Accounts section.



4. You can now select **Start Forwarding** and enter your other account.

 Save  Discard

Forwarding

Start forwarding

Forward my email to:

Keep a copy of forwarded messages

Stop forwarding

Please note that you can select to keep a copy in your inbox (not default).

5. **Click save.**