

COLLEGE OF EDUCATION STUDENTS

Subscribe to our mailing list

A mailing list has been established for College of Education students and faculty. The mailing list is for the purpose of keeping you informed of important meeting dates, program changes, and other announcements that you need to receive. This is an open list, so you must subscribe and unsubscribe yourself.

Subscribing to a mailing list is very simple:

1. **Choose the email address** with which you want to subscribe to the list.
 - a. You should choose the email address you can check frequently.
 - b. Of course you can subscribe to the same list with more than one email address. If you do, you will need to subscribe to the list with each email address.
2. Send a **message to sympa@lists.unr.edu** from the address you want to subscribe to the list.
 - a. Sympa is not a person but a mailing list management robot. Thus it is useless to send it loving words! ;-)
3. In the subject line of your message, type in: **subscribe coestudents@list.unr.edu**.
 - a. **Leave the message body blank.**

After this, you will receive a message telling you whether your request was accepted or not. Note: you will sometimes be asked to confirm your subscription request before it can be processed. If so, please conform to the instructions contained in the message you receive.

According to the type of list (list with subscription subject to conditions or not) and to the availability of the list owner, **you may not receive the notice immediately.** It is useless to send several requests.

If your request is accepted, the message you receive confirms your subscription to the list.

You should keep your subscription notice: you may need it later to remember your password or to send a precise command to Sympa (example: signoff command). More generally, **we advise you to keep all your subscription notices to mailing lists.**

To unsubscribe from a list, do as follows:

1. From the email address with which you subscribed to the list, send a **message to sympa@lists.unr.edu**.
2. In the subject line of your email, type in: **unsubscribe coestudents@lists.unr.edu**.
3. **Leave the message body blank.**

If you have questions, contact Dr. Vernon Luft, Associate Dean, College of Education, 784-4345 or luft@unr.edu