

Email Notification for non-Carleton Correspondence

In an effort to both facilitate access to information and the protection of personal information under FIPPA, we are unable to communicate to you matters that are not already in the public domain at this non-Carleton supported address. For matters that are not in the public domain (i.e. your personal question/request) you must contact us through your Carleton account (i.e. Connect, MyCarleton). If you do not have or have yet to activate this account, you may wish to do so by visiting <https://portal.carleton.ca/> This page provides information for both students, faculty, and staff on how to obtain a Carleton supported email address.

Please note that you will be able to forward your Carleton account emails to other non-Carleton accounts when receiving correspondence from us. However, for us to respond to your emails, we need to see your full name, CU ID, and the email must be written from your valid Carleton address. If the personal information you seek can be appropriately channelled through our office, you may ask for it showing a valid Carleton Campus Card, or a valid faculty or staff ID.