

**Two different services manage staff and Student email.**

Staff emails are managed through Microsoft Exchange and the Information Technology Office. All emails sent and received are monitored through Mimecast SPAM filtering services.

Microsoft manages student email through the Office 365 service. All emails sent and received are monitored through Microsoft.

Each system is managed by differently and therefore cannot be merged or accessed using the same credentials.

Staff email can only be accessed using your staff ID and password through the Outlook Web App (OWA) or the Outlook client app on staff campus computers.

Student email is accessible from the Office 365 portal under the student page on the Notre Dame website.

**It is best practice to keep staff and student emails separate.**

Please kindly contact your campus Service Desk if you require assistance.

**Fremantle**

08 9433 0999  
8am – 5pm WAST

[fremantle.it@nd.edu.au](mailto:fremantle.it@nd.edu.au)

**Sydney**

02 8204 4444  
8am – 5pm AEST

[sydney.it@nd.edu.au](mailto:sydney.it@nd.edu.au)

**Broome**

08 9192 0632  
8am – 4:30pm WAST

[broome.it@nd.edu.au](mailto:broome.it@nd.edu.au)