Submitting Institutional Email Whitelisting Request

1. Create a new email addressed to help@miami.edu.
2. Enter “Institutional Email Whitelisting Request” in the email’s subject.
3. In the body of the message list:
   a. Email address(es) to be whitelisted
   b. End date for the whitelist
   c. Business justification for the whitelist
4. Click Send when done.

Good morning,

I would like to have the email address [Email Address] whitelisted because [business justification]. Could you please set [Month Day, Year] as the end date for the whitelist?

Please let me know if you have any questions or need additional information.

Thank you,
Sebastian Ibis