# Why is my Thiel ID account being disabled?

Your Thiel ID is your key to access many campus IT services at Thiel College, including Thiel E-mail, wireless networks and more.

Once you leave Thiel, you are no longer eligible to use campus IT services, and you will lose access after a period of time.

Services you will lose access to include:

- Thiel E-mail
- Office 365 applications and products connected to your **@Thiel.edu** email address
- Thiel Wireless Networks
- Thiel Hub
- Moodle
- Remote Access VPN
- **Any service or application that requires you to log in with your Thiel ID and password**

## Students

About a week after you graduate or leave Thiel, you will receive an email notifying you that your Thiel account will be disabled in 3 months and your Thiel E-mail mailbox will be deleted soon.

Students who Withdraw or are Suspended will have their accounts disabled in one week.

**You do not have to do anything to ensure that your account access is removed.** ITS periodically disabled expired accounts to prevent unauthorized access to campus IT services.

Once your account access is removed, you will no longer be able to access Thiel E-mail, campus wireless networks and other services that require a Thiel ID and password. Forwarding your Thiel E-mail to another address will no longer work.

If you know you are graduating soon or planning to leave Thiel, there are a few steps you can take to prepare:

- **Establish a non-Thiel email account, such as a Gmail account.** We recommend you use a non-Thiel email for paying bills and applying for jobs, graduate school or professional school. Using a non-Thiel email ensures you do not lose important contacts and emails.
- **Migrate your contacts and archived email.** If you have contacts or emails from your Thiel E-mail account that you wish to keep, you should migrate these to another email account. Instructions for migrating contacts and email are listed below.

Export or backup email, contacts, and calendar to an Outlook .pst file

Export items to an archive file in Outlook for Mac