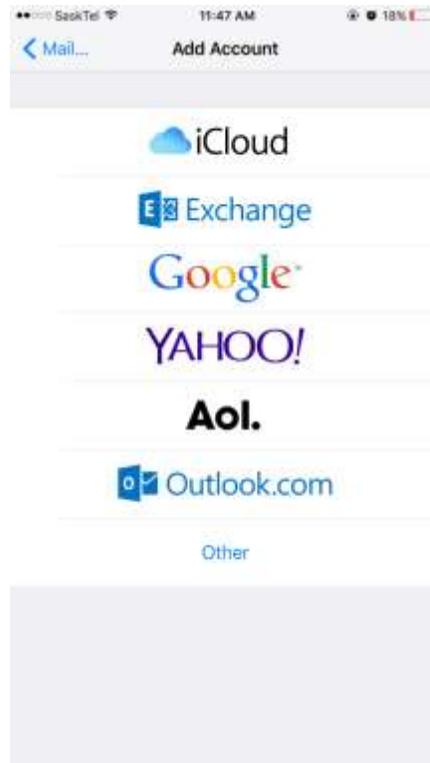# U of R Student Email Setup - iOS

Open **Settings** on your iOS device and scroll down a little bit to **Mail, Contacts, Calendars**.
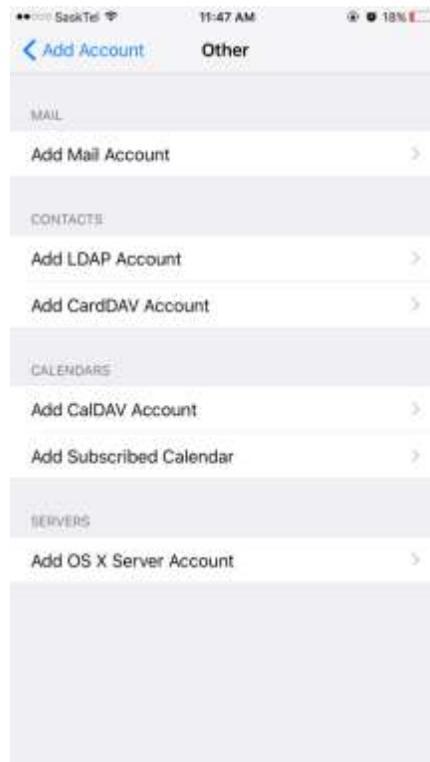
You may already have some accounts set up on your device, such as your personal email. Click **Add Account**.

Now you will see a number of account
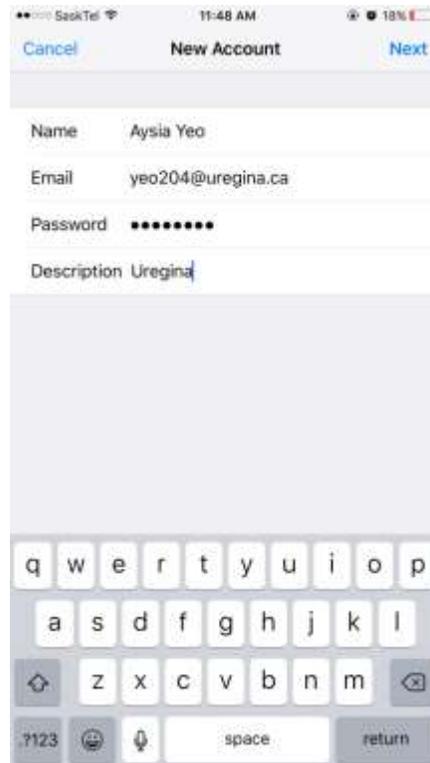types. Choose **Other** at the bottom.

Click **Add Mail Account** at the top of
this screen.

In this **New Account** screen, fill in your **Name**, **Email** (username@uregina.ca), and your **password**. The Description will automatically fill in Uregina, but you can change it to anything else you want.

Then hit **Next**.

Ensure that **IMAP** at the top is highlighted blue. IMAP means mail will stay on the server as well as on your device, and is the way you should be setting up your U of R emails.

In the **Incoming Mail Server** section, fill the Host Name as imap.uregina.ca. Fill in your username and password, if they are not already present.

In the **Outgoing Mail Server**, fill in smtp.uregina.ca as well as your username and password again.

When you're done, hit **Next** at the top and it will begin verifying your account.
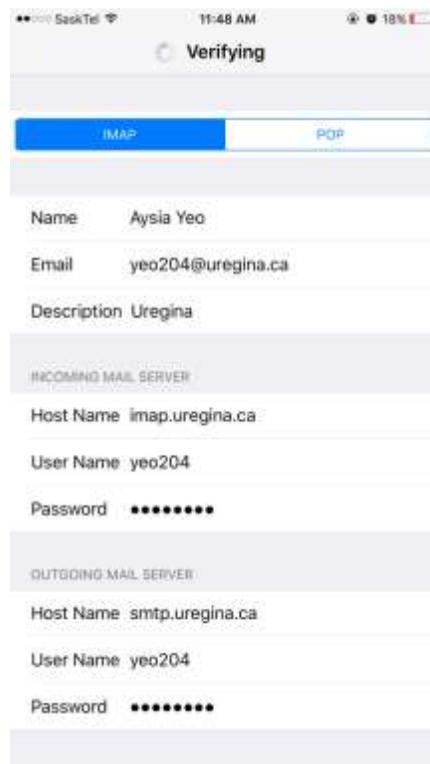
Once the verification is complete, you will be asked what you want to sync with your device.

You can include Notes if you want, but you need to have **Mail** on to receive your emails.

Now when you go into Mail, Contacts, Calendars you will see your Uregina account listed.

Congratulations, you have successfully added your U of R email account to your iOS device!

You can now go into your Mail app and start downloading your emails. Depending on how many emails you have and your internet connection, it may take some time to fully download all your emails.
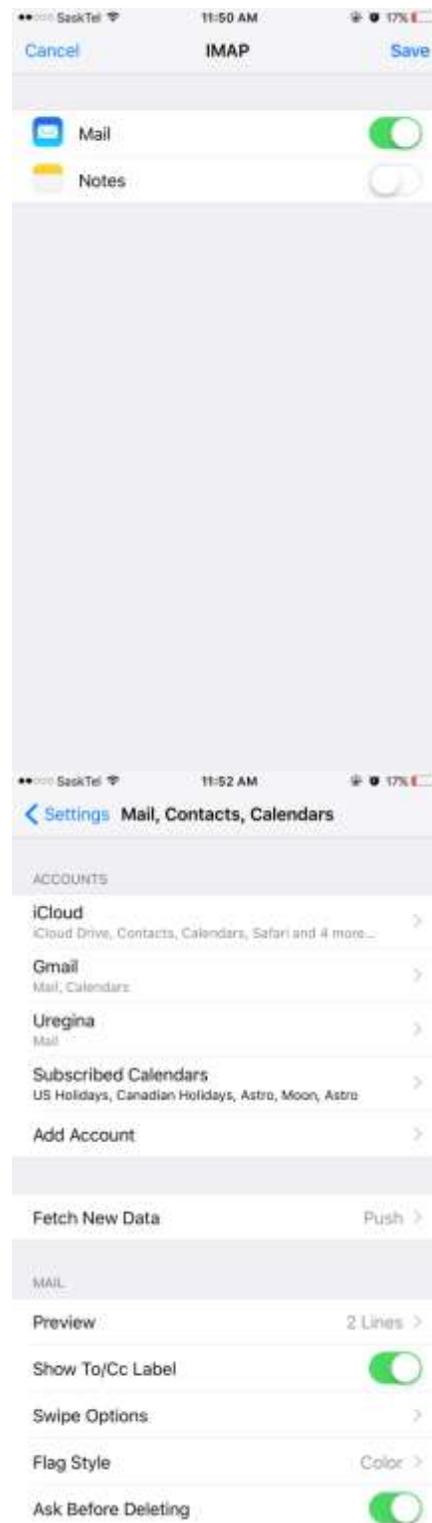
If you have any questions regarding your email setup, please contact

IT Support

it.support@uregina.ca

306-585-4685

http://www.uregina.ca/is