OFFICIAL COMMUNICATION

The official means of student communication from UTSA regarding administrative issues is the UTSA myUTSAmail e-mail address. Important information, such as financial aid award notification, registration information, payment deadlines, and how to access bills and grades, is sent to the myUTSAmail e-mail address. The e-mail address, e-mail user name, and initial password are on the ASAP (Automated Student Access Program) Welcome page after the student has accessed ASAP. Students are given the option of selecting their preferred e-mail address which will become their designated e-mail address for all official communication with UTSA. When logging in to ASAP, students may designate their myUTSAmail e-mail account or another personal e-mail account as their official method of communication.