Forward Waitlist Notifications Emails as a Text Message

You can set up your @alaska.edu email account to forward waitlist notification emails to your cell phone as a text message. This is something you must set up in your individual email account and cannot be enabled by the Office of the Registrar or OIT. Please note that you are responsible for any charges from your cell phone provider related to receiving text messages.

- In your @alaska.edu email account select "Settings" and the "Forwarding and POP/IMAP" tab.
- In the "Forwarding" block near the top, select "Add a Forwarding Address".
- Enter your cell phone information using your 10-digit cell phone number followed by the format used by your provider. (See the list at the bottom for the formats used by common providers.)
- Click "Proceed" and Gmail will send a confirmation text to your phone. Enter the confirmation number you are sent via text in the "Confirmation Code" box and click "Verify".
- The forwarding screen will show that "Disable Forwarding" is selected. Leave this option as it is and click "…creating a filter."
- In the pop-up box, type **Waitlist Notification** in the subject box.
- Select "Create a filter with this Search" in the bottom right corner.
- In the next box, select "Forward it to:" and select your cell phone address from the choices in the drop down menu.
- Click "Create a Filter".
- On the "Forward and POP/IMAP page", leave "Disable Forwarding" selected. If you change it to "Forward a copy of incoming mail", all of the email sent to your @alaska.edu email address will be forwarded to your cell phone in text messages.

On the "Filters" tab you can confirm or modify the filter you created. You can test this filter by having someone email you with the subject line Waitlist Notification.

Please remember that this only serves as a method of notification that there is a spot in the class for you. You will still need to log into UAOnline to register for the class.

Here is a list of common cell phone providers; if your provider is not listed below, contact their customer service department for the proper email format.

GCI: @mms.gci.net
Verizon: @vtext.com
TMobile: @tmomail.net
AT&T: @txt.att.net