



**Notice Applicable for newly admitted students in Fall 2020  
For Activating G Suite Email Account**

Dear Student,

Greetings from East West University and welcome onboard!

This is to inform you that we have created a G Suite email account for you. The email account has been created following a naming convention as shown below:

**xxxx-x-xx-xxx@std.ewubd.edu** where xxxx-x-xx-xxx is your Student ID number which you must have received from the university.

The university will make future communications with you using your university email account. Also, it will be required for you to be able to attend your online classes, accessing other online applications etc. Therefore, please activate your official email account immediately within next 24 hours.

If you have not received any email so far from EWU containing your email credentials and a set of instructions in your personal email account, kindly immediately send an email to [helpdesk-ics@ewubd.edu](mailto:helpdesk-ics@ewubd.edu) along with the following essential information:

Full name:

Student ID:

Mobile number:

Wishing you all the very best.

B.E.M. Manjur-e-Khuda  
Chief Technology Officer (CTO)  
East West University