Registering a Personal E-Mail address

Step 1: To register a personal e-mail address with the university, access PipelineMT by clicking the PipelineMT link on the MTSU Home Page.

Step 2: Enter your PipelineMT login and password
Middle Tennessee State University
Information Technology Division

Step 3: In the Personal Information box on the Home page, click the “Email Addresses” link.

Step 4: In the “Type of E-mail to Insert” drop-down box, select ‘Personal’
Step 5: In the *E-mail* address field – enter a current non-MTSU related e-mail address. Then click the **Submit** button.

![Update E-mail Addresses - Update/Insert](image)

Step 6: The form will be redisplaying all current registered e-mail addresses. If these are not correct, you may update any listed except the Campus E-mail address.

![Update E-mail Addresses - Select Address](image)

Step 7: Click the **Logout** button at the top right of the page.