

Alumni Forwarding Address

Last Modified on 10/06/2022 11:04 am EDT

Full-time MBA, Executive MBA, and undergraduate students receive an alumni forwarding email address when their Wharton student account is created. This forwarding address does not expire even after you graduate from Wharton. It's also separate from your Penn Alumni address. (For information on your Penn Alumni address, see the [Quaker Gmail FAQ](#).)

Your alumni forwarding address is linked to your Wharton student email while you are a student. If you forward your student email to another account such as Gmail, the alumni address will forward there as well. And if you **unforward** your student email, the alumni address will follow suit. They stick together while you are a student.

Before You Start

You will need:

- Full-time MBA, Executive MBA, or undergraduate student status at Wharton
- Wharton student account

Table of Contents

- [Alumni Account](#)
- [Alumni Forwarding Address](#)
- [Set or Update Forwarding](#)
- [Requesting Changes](#)
- [More Information](#)
- [Support](#)

Alumni Account

Wharton's alumni portal, MyPenn, gives you access to many benefits including the alumni directory, the Wharton Webinar Series, and the MBA Career Management website. The Wharton School no longer offers the Alumni Account as a login option; Alumni can now access Wharton's alumni portal **using their PennKey credentials**.

If you do not remember your PennKey or need to set one up: [Read More](#) →

Alumni Forwarding Address

[^Top](#)

Once you graduate, your alumni forwarding address acts as a FORWARDING address only. The alumni forwarding address is not a **separate account**, and you cannot log into it as you would with a regular email account. After graduation you must choose a personal email address (e.g.: *youraccount@gmail.com*) as the destination for messages sent to your alumni forwarding address.

While you are a student, you can set your student email to send email using your Wharton alumni forwarding address as your Reply-To address. This is useful since your alumni forwarding address will be yours after you graduate, so your new contacts will still be able to reach you. For more information on how to do this, see our

Send as [Your Alumni Forwarding Address](#) article.

If you're not sure what your alumni forwarding address is, you can look it up:

- **Current MBA & Undergraduate Students:**
 - Navigate to the [Forwarding Application](#)
 - Log in with your PennKey username and password
 - Look under the **Send to Wharton Google** section. You should see your alumni forwarding address listed there.
- **Alumni & Ph.D Students :**
 - PhD students **do not** automatically receive an automatic forwarding address. Please refer to the section below that references the process for them.
 - Look up your name in [MyPenn](#), the online alumni directory. You can access MyPenn with your PennKey.
 - In your **Contact Information** section, find your **Wharton Alumni Forwarding Email** under **Email Addresses**. From there you can click to change your forwarding.
 - PhD students who don't already have one can request an alumni forwarding address by writing to the [Alumni Relations office](#).

After you graduate, you should begin using your alumni forwarding address exclusively. Many students begin using it long before they graduate to ease the transition at graduation.

- As an alumni, you should not use your student email address as the forwarding address after you graduate. Your account will close and therefore will be unavailable for use.

For long-term contacts, we recommend using your alumni forwarding address on any contact information you distribute to people who may need to reach you after you graduate.

Format of the Address

Alumni forwarding addresses include your first and last name and must include your graduation year. Here are some sample examples:

- **MBA Student:** Josephina.Wharton.WG24@wharton.upenn.edu
- **Undergraduate Student:** Joseph.Wharton.WH24@wharton.upenn.edu
- **PhD Students:** Jo.Wharton.WP24@wharton.upenn.edu

Changes to your alumni forwarding address are permitted under certain circumstances as long as the basic format – first_name.last_name.grad_year@wharton.upenn.edu – is maintained.

Set or Update Forwarding

[^Top](#)

Depending on where you are in the process of studying, directions for forwarding will vary. **Your alumni forwarding address is linked to your Wharton student email while you are a student.** If you forward your student email to another account such as Gmail, the alumni address will forward there as well.

Current Students

Alumni forwarding addresses for current and recently graduated Wharton students automatically forward to your

Wharton student email account (username@wharton.upenn.edu) while the account is still active. [Read More](#) →

Recent Alumni: (Student Account still Active)

Your Wharton student account remains open for one year after you graduate. See [Graduating Students: Account Closing Dates](#) for complete information and timelines. To change your Alumni Address forwarding: [Read More](#) →

Alumni (Student Account Closed)

Once you graduate, use [MyPenn](#) to change the forwarding for your Alumni forwarding address: [Read More](#) →

Requesting Changes

[^Top](#)

You may request appropriate changes by contacting the [Student Support Team](#). Please include the way your alumni forwarding email is currently displayed, and the way it should look.

The naming convention for alumni forwarding addresses includes your school (WG for Wharton Graduate, and WH for Wharton Undergraduate) and your graduating year. (Your alumni forwarding email *must* contain your division and year of graduation; it cannot be removed under any circumstances.)

If your year of graduation changes, your alumni forwarding email can be updated by contacting the [Student Support Team](#). Please include both the way your alumni forwarding email is currently displayed and the way it should look.

More Information

[^Top](#)

- [Graduating Students: Account Closing Dates](#)

Support

[^Top](#)

Students: [Wharton Computing Student Support](#) | **Email:** support@wharton.upenn.edu

Alumni: Please contact Wharton Alumni Relations directly: alumni.relations@wharton.upenn.edu. You may also contact the Alumni PennKey Support: alumnipennkey@lists.upenn.edu
