

Send as your Wharton Short Address from your Personal Gmail (Students)

Last Modified on 02/19/2024 9:44 am EST

This article will provide instructions on how to send as your Wharton Gmail short address (PennKey@wharton.upenn.edu) from your personal Gmail account.

Before You Start

You will need the following before you can complete this task:

- An active PennKey account
- An active Wharton account
- A personal Gmail account
- Two-Step Verification enabled for your Google@Wharton Account

Please make sure that your personal email account is hosted by Google and not any other organization (i.e. your personal email should end with @gmail.com)

This only works for students with an active Wharton account because Google requires authentication to an active account. Once you have graduated and your Wharton email account has been closed, this option will no longer work.

Send as your Wharton Short Address

Directions on setting this up will depend on whether you have enabled Two-Step Authentication for your Google@Wharton account.

If Two-Step (for Google@Wharton) is not Enabled

If your account was created **after December 2023**, you will need to enable Two-Step Verification for your Google@Wharton account.

[Read More →](#)

If Two-Step (for Google@Wharton) is Enabled

Once you've successfully enabled Two-Step for your Google@Wharton account (or your account was created prior to December 2023), the following steps will guide you through the process of configuring sending as your short address from your personal Gmail account.

[Read More →](#)

Questions?

Contact: [Wharton Computing Student Support](#)

Email: support@wharton.upenn.edu
