

## How do I set up my NMIT email account on an Android phone?

IT FAQs - 2022-10-19 - Email

### How do I set up my NMIT email account on an Android phone?

Your NMIT student email account is part of the comprehensive Office 365 cloud suite, the same system NMIT staff use. IT comes with a 50GB Mailbox, Calendar, Contacts and anti SPAM features, which you can continue to use after you leave NMIT. You can always access it via the Student Hub, within the Current Students pages on the main NMIT Website.

Your personal NMIT email address is in the format [username@live.nmit.ac.nz](mailto:username@live.nmit.ac.nz) e.g. [joe-bloggs@live.nmit.ac.nz](mailto:joe-bloggs@live.nmit.ac.nz)

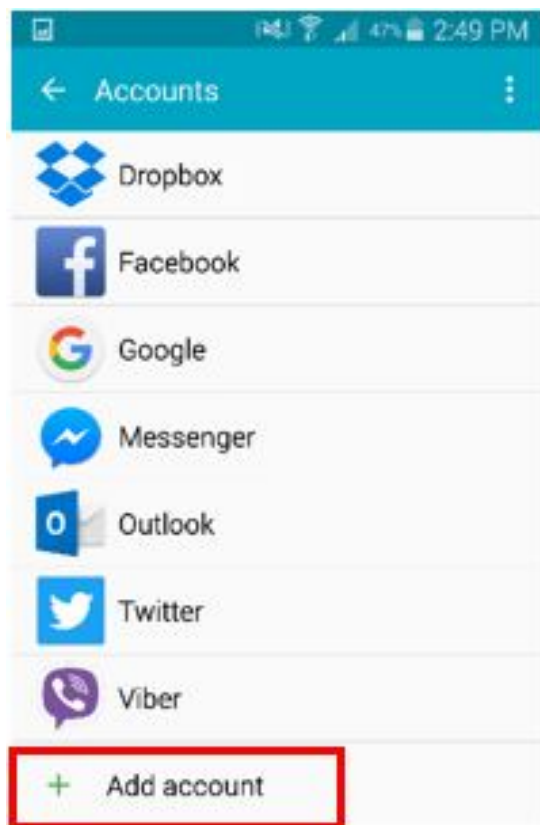
We highly recommend our users [Microsoft Outlook App](#) for Android to use access your NMIT email

Simply download and login with your NMIT email address

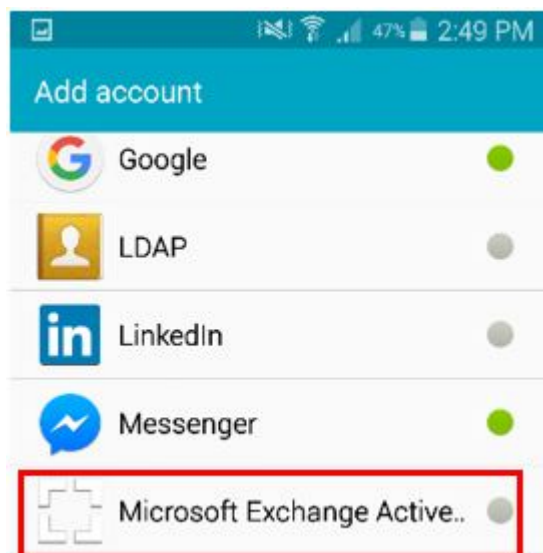
If you still want to use In-Built Mail App (not recommended) Follow the steps below ...

#### Set up via inbuilt Mail app

**1** Open **Settings**, select **Account** > **Add Account**



2 Select **Exchange**



3 Enter your NMIT email address, ([first-lastname@live.nmit.ac.nz](mailto:first-lastname@live.nmit.ac.nz)) and your NMIT account password, click **Next**

Exchange ActiveSync

Configure exchange account in a few steps

firstname-lastname@live.nmit.ac.nz

.....

Show password ☐

MANUAL SETUP

NEXT ➤

4 Configure your account options as you want them or keep the default options and click **Next**

11:54 AM

← Account options

Period to sync Email  
3 days ▼

Sync schedule  
Push ▼

Peak schedule  
Push ▼

Emails retrieval size  
Headers only ▼

Period to sync Calendar  
2 weeks ▼

Notify me when email arrives ☒

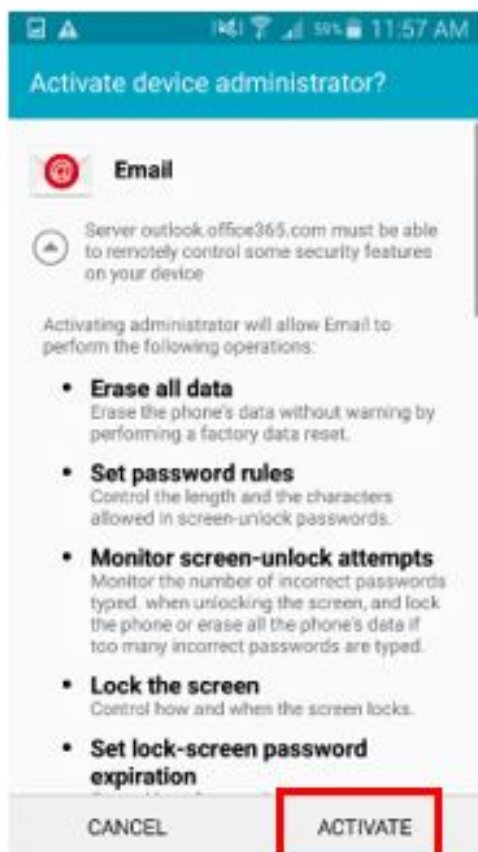
Sync Email ☒

NEXT ➔

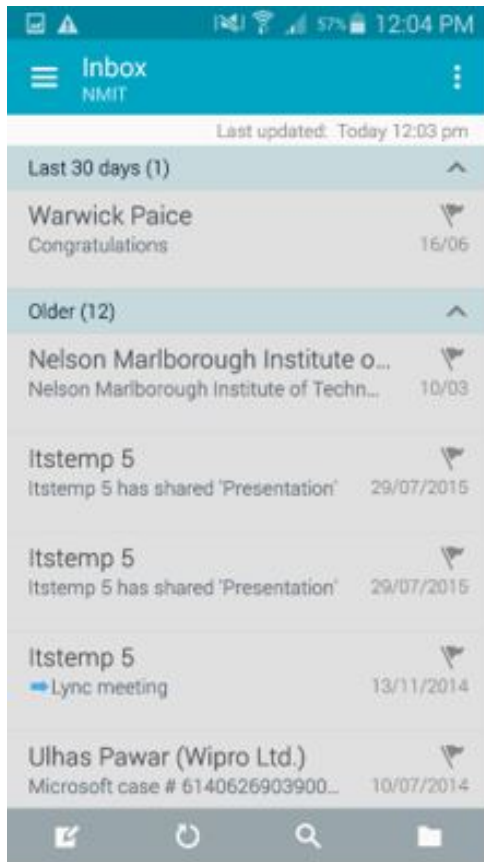
5 Give your account a name and click **Done**



6 Read through the activation advice and click **Activate**



7 Your NMIT mail account will now show in the **Mail** app



#### Related Content

- [How do I access my NMIT student email?](#)
- [What is my student email address?](#)