

Webmail

Changing your Name in Webmail

Students are now able to update their names (for misspellings and/or name changes) from the main webmail page.

Changing your name using Webmail:

- Go to <http://webmail.wcupa.edu>
- At the bottom of the page click “**Online Update Tool**”
- You will be prompted to enter your **WCU Network Username and Password**
- Modify the fields that need to be updated (**First Name, Last Name and/or Middle Initial**)
- **Enter the email address** you wish to have a ‘completion of request’ confirmation email sent to.