

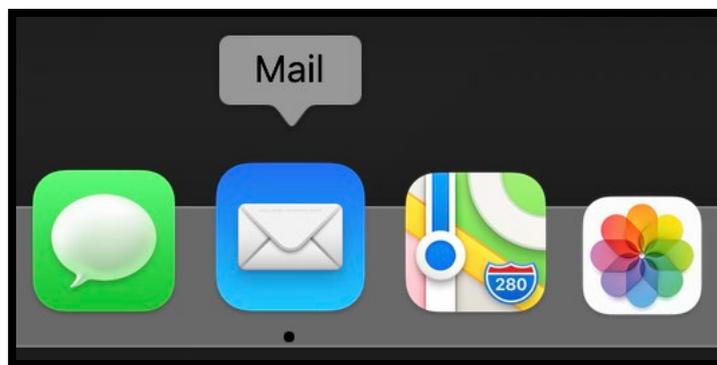
## How to check NTU Webmail(@ntu.edu.tw) through Mac OS

Version: mac OS 11.5.2

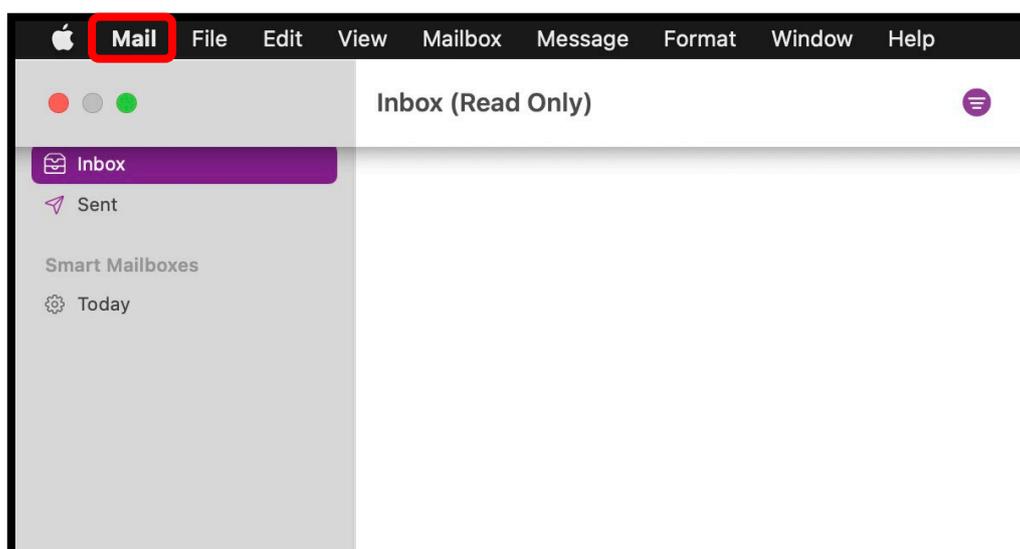
Applicable to:

1. NTUH staff
2. The student who enrolled after 2020/05
3. Alumni who enrolled before 2020/05  
(After you have received the notification from NTUCC)
4. Alumni with a name-based account (e.g. johnsmith@ntu.edu.tw)

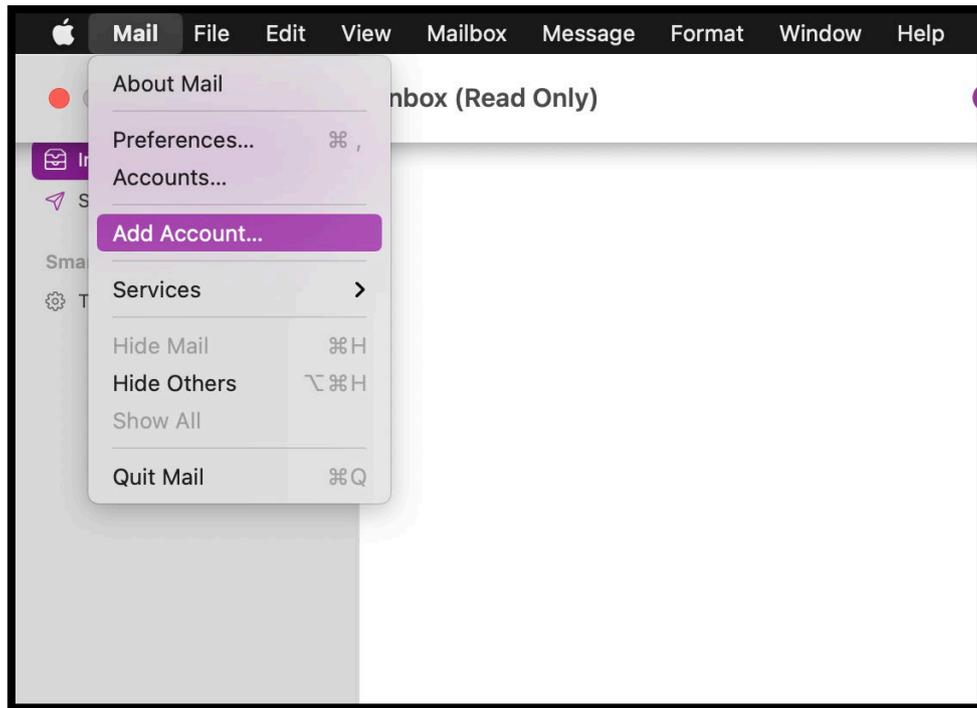
Step 1. Please open **Mail** on your Mac.



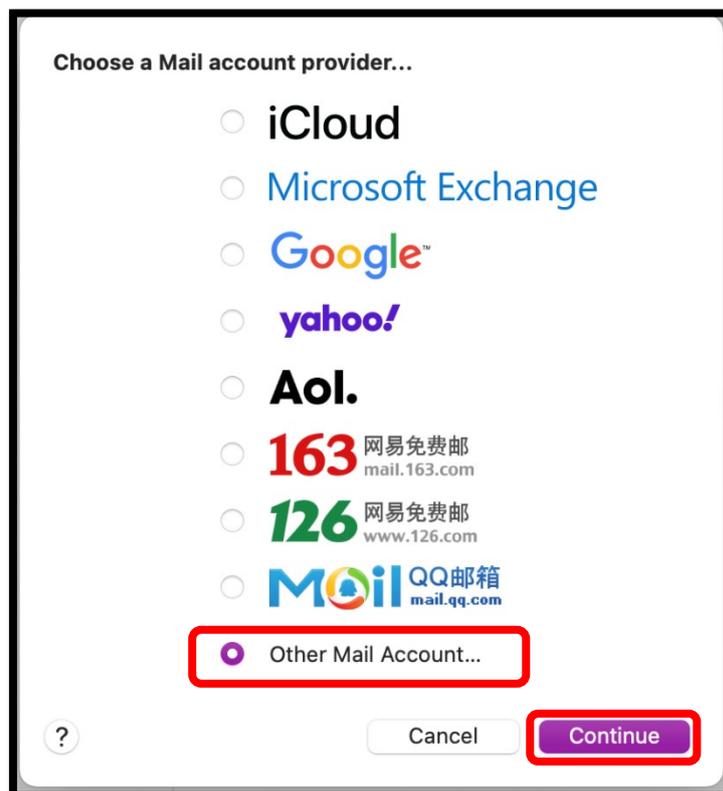
Step 2. After open the App, please click **Mail** on the upper left corner.



Step 3. Please click **【Add Account】** .



Step 4. Please choose **【Other Mail Account】** and click **【Continue】** .



Step 5. Please fill out the required information and click **【Sign In】** .

**@ Add a Mail account**

To get started, fill out the following information:

Name:

Email Address:

Password:

Step 6. Please fill in the following information:

Account Type : **POP**

Incoming Mail Server :

- **msa.ntu.edu.tw** (for **student ID** account)
- **ccms.ntu.edu.tw** (for **name-based** account)

Outgoing Mail Server : smtps.ntu.edu.tw

Email Address:

User Name:

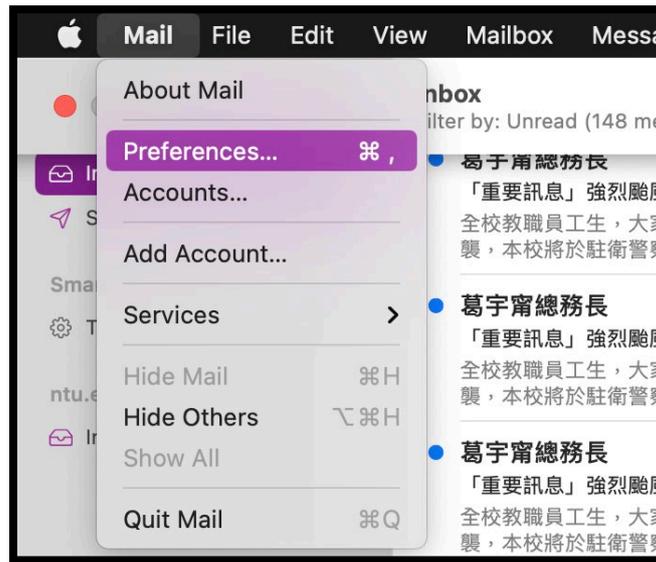
Password:

Account Type:

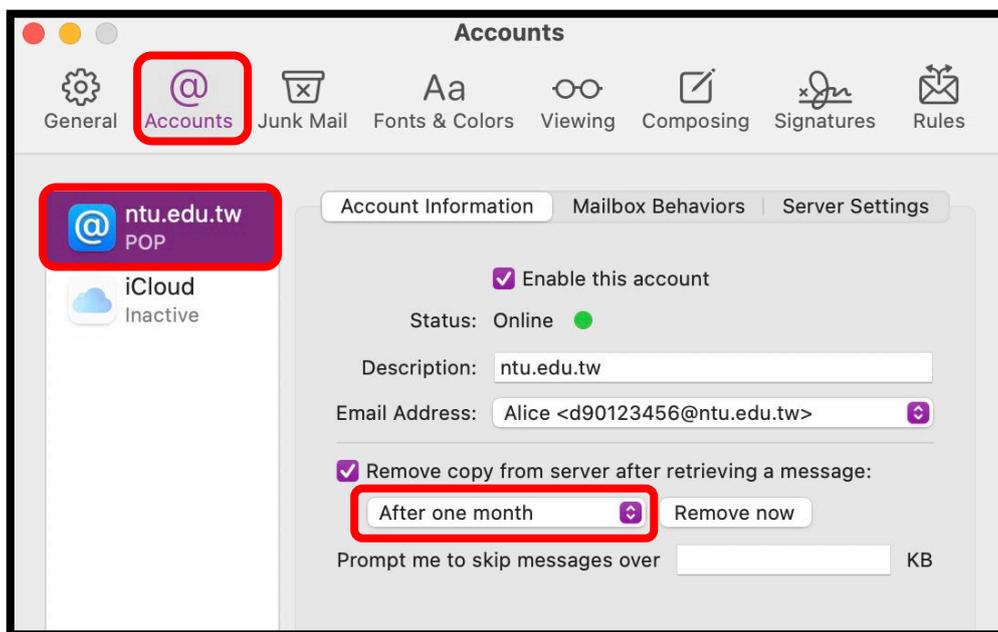
Incoming Mail Server:

Outgoing Mail Server:

Step 7. Please click **【Mail】** on the upper left corner and select **【Preferences】** .



Step 8. Please click **【Account】** > **【ntu.edu.tw】** and change the time to **【After one month】** .



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Please notice that this setting (POP) **only** retrieves the messages from inbox which means the sent mails or trash wouldn't show on your mac.