

Opting back into PSC communications ^[1]

June 16, 2022 by [Staff](#) ^[2]

If you have unsubscribed to PSC communications in the past and would like to opt back in to receive emailed newsletters, please follow the steps below:

- Open an email from a System Administration department (example: emailed newsletter from Employee Services)
- Scroll to the bottom of the email and click on the “**manage your email preferences**” link
- A list of departments should pop up and shows you what departments you would like to receive emails from.
 - Check the box next to CU Procurement Service Center and click on the “confirm” button at the bottom to save your preferences.
- You have now opted yourself back into receiving communications from the PSC
- If you are unable to do so, please email Denise Nakamichi at denise.nakamichi@cu.edu ^[3] to update your email preferences

Send email when Published:

Yes

Source URL: <https://www.cu.edu/blog/psc-communicator/opting-back-psc-communications>

Links

[1] <https://www.cu.edu/blog/psc-communicator/opting-back-psc-communications>

[2] <https://www.cu.edu/blog/psc-communicator/author/69272> [3] <mailto:denise.nakamichi@cu.edu>