

Tips for receiving Email

An email has been sent to [email address] containing instructions on how to confirm your registration or how to reset your password.

To make sure you receive this email, please:

1. Check your spam filter
 2. Add ContactUs@applyists.com to your address book or 'safe' list.
 3. Read the instructions below for your email provider.
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Yahoo! Mail

There are two options to help ensure you receive our emails.

- Bulk or Spam mail folder (*does not guarantee delivery, but will help*)
 1. Check your Yahoo! Bulk mail or Spam folder
 2. Click on the email from International Scholarship and Tuition Services and click the button marked 'not Spam'.
 3. The email will move to your inbox.
 - Create a mail filter (*almost guarantees delivery*)
 1. Click on 'Options' in the top right.
 2. Choose 'Mail Options'
 3. Locate and choose 'Filters'
 4. Click 'Add'
 5. Name the filter 'ISTS'
 6. Beside 'From header', select 'contains' and type International Scholarship and Tuition Services, Inc.
 7. Beside 'Move the message to', select Inbox
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Hotmail, Windows Live or MSN

There are two options to help ensure you receive our emails.

- Junk Folder
 1. In the left hand menu, select 'Junk'
 2. Select the email from International Scholarship and Tuition Services, Inc.
 3. Inside the email message, there will be an exclamation mark and a message saying 'You may not know this sender.'
 4. Beside this, click the link 'Mark as safe.'
 5. The email will move into your inbox.
 - Add ISTS to your 'Safe List'
 1. In the top right corner, Click 'Options'
 2. Click 'More options'
 3. Under 'Junk e-mail', Click 'Safe and blocked senders'
 4. Click 'Safe Senders'
 5. Enter ContactUs@applyists.com in the text box, under 'Sender or domain to mark as safe'.
 6. Click 'Add to list'
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AOL

To make sure email gets delivered to your AOL inbox, you must add our email or domain to your Address Book or Custom Sender List.

1. Click the 'Spam Controls' link on the lower right side of your inbox screen.
 2. When the 'Mail & Spam Controls' box appears, click the 'Custom sender list' link.
 3. Choose the 'allow email from' option.
 4. Type ContactUs@applyists.com as the address you would like to receive emails from and click 'Add'.
 5. Click 'Save'.
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Gmail

To make sure email gets delivered to your gmail inbox, you must add our email address to your contacts list.

- Add to Contacts
 1. Click Contacts along the left hand side of any page.
 2. Click the New Contact button in the top left corner of the Contact Manager.
 3. Enter ContactUs@applyists.com into the email field.
 4. Click 'Save' to add your contact.
 - Check your Spam folder
 1. Click Spam along the left hand side of any page.
 2. Click on an email from International Scholarship and Tuition Services, Inc.
 3. Select the button, above the email message marked 'Not spam'
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Comcast

- Add to Contacts
 1. Click Address Book along the top of the page.
 2. Under Emails enter ContactUs@applyists.com into the email field.
 3. Click 'Save' to add your contact.
- Create a mail filter (*almost guarantees delivery*)
 1. Click on 'Preferences' along the top of the page.
 2. Click 'Email Filters' along the left hand side.
 3. Click 'New Filter'
 4. Type 'ISTS' in the 'Filter Name' field
 5. Select 'Any' before 'of the following conditions are met'
 6. Select 'From', select 'contains' and type International Scholarship and Tuition Services, Inc
 7. Select 'Keep in Inbox'
 8. Click 'OK'
- Check your Spam folder
 1. Click Spam along the left hand side.
 2. Click on an email from International Scholarship and Tuition Services, Inc.
 3. Click 'Not Spam' above the email message.