

Graduates remember to pack 'digital suitcase'

Access to Icahn Mount Sinai technology resource for January 2026 graduating students

Expected graduates are reminded to pack their "digital suitcase" before their degree is conferred on January 30th. Graduating students' information technology accounts will expire, so students should download and save files they want to keep. It is very important that graduating students prepare to take steps to protect and save any data they may want in the future, excluding all patient information as well as research data and materials which are intellectual property of Mount Sinai. ***Graduates who are transitioning to postdoctoral fellowships or employment at Mount Sinai will receive new employee email accounts (@mountsinai.org or @mssm.edu). Student accounts will terminate by the dates stated below and cannot be used to execute the duties of a graduate's new role within MSHS. Speak to your new supervisor if you have questions about the status of your new employee email account.***

To prepare for the discontinuation of a graduate's accounts, students should:

- ✓ Export files from their Icahn Mount Sinai accounts, including files stored in Blackboard MyFiles, Google Drive, Microsoft OneDrive, Teams, and SharePoint. Move exported files to the external cloud solutions of their preference. ***ISMMS has not enabled Google Takeout, students must export individual email messages they wish to retain.***
- ✓ Save a PDF document or print a hard copy of the Empower Student Billing Detail Summary or Invoice from the student's Empower Self-Service Portal for their 2025 financial records.
- ✓ Transition to a personal email account as their primary email account. Export any Icahn student email data they wish to retain, including their stored contacts. If students use their school-provided email address (first.last@icahn.mssm.edu) to log into personal online/digital services, they need to transition those subscriptions or services to their personal email address immediately (i.e. Chase, AMEX, Netflix, Uber).
- ✓ Update contact information in Empower and SinaiCloud, including personal email address and new mailing address information, to ensure future receipt of important messages from the school (i.e. tax documents).

Here is a chart that highlights what will happen with specific IT services, including how long graduates will have access to them.

Icahn Student Email Account (@icahn.mssm.edu)	Active until February 7, 2026
Google Drive	Active until February 7, 2026
Blackboard	Active until February 7, 2026
Office 365 (OneDrive; Teams; SharePoint)	Active until February 7, 2026
VPN	Active until February 7, 2026
Icahn Mount Sinai Library Databases	Active until February 7, 2026
Network ID	Active until February 7, 2026
Zoom	Active until February 7, 2026
MARC	Active until February 7, 2026
ChatGPT Edu	Active until February 7, 2026
SinaiCloud & SinaiCentral (if not also an employee of MSHS)	Active until February 7, 2026

All content left in a student's Gmail account, Blackboard MyFiles, Google Drive, Microsoft OneDrive, Teams, ChatGPT Edu, and SharePoint will be permanently deleted 30 days after student account termination.

Contact the ASCIT Help Desk at ASCIT@mssm.edu if you have questions or need assistance.