

Information – SAA Generic E-mail Accounts

SAA REGISTRY			
Team	Display Name (appears in Outlook search)	Long Email name	Short name (Account name)
Registry Student Records Team	Student Records	studentrecords@soton.ac.uk	sturec@soton.ac.uk
	Studentships	stuship@soton.ac.uk	studentships@soton.ac.uk
	Saavisa	saavisa@soton.ac.uk	saavisa@soton.ac.uk
	Enrol	enrol@soton.ac.uk	enrol@soton.ac.uk
Registry MI Team	Ssmiteam	saamiteam@soton.ac.uk	miteam@soton.ac.uk
Registry Exams, Awards and Graduation Team	Exams	exams@soton.ac.uk	exams@soton.ac.uk
	Certs	certificates@soton.ac.uk	certs@soton.ac.uk
	Awards	awards@soton.ac.uk	awards@soton.ac.uk
	Invig	invigilation@soton.ac.uk	invig@soton.ac.uk
	Gradvisa	gradvisa@soton.ac.uk	gradvisa@soton.ac.uk
	Gradstaff	gradstaf@soton.ac.uk	gradstaf@soton.ac.uk
	Gradar	gradar@soton.ac.uk	gradar@soton.ac.uk
	Gradapps	gradapps@soton.ac.uk	gradapps@soton.ac.uk
	GRADUATION	graduation@soton.ac.uk	graduate@soton.ac.uk
Registry Admissions Team (<i>for applicants/external enquiries</i>)	University of Southampton	admissions@soton.ac.uk	admissns@soton.ac.uk
Registry Admissions Team (<i>for internal staff enquiries</i>)	Admissions Hub at Southampton	admissions.hub@soton.ac.uk	admishub@soton.ac.uk

Registry Admissions Team	Casteam	casteam@soton.ac.uk	casteam@soton.ac.uk
	Feesclassification	feesclassification@soton.ac.uk	asdo fees@soton.ac.uk
Immigration Service	Saavisa (<i>general compliance issues</i>)	saavisa@soton.ac.uk	saavisa@soton.ac.uk
	SaaComp (<i>attendance & absence issues</i>)	saacomp@soton.ac.uk	saacomp@soton.ac.uk
	Vgt (<i>internal enquiries</i>)	vgt@soton.ac.uk	vgt@soton.ac.uk
	Visa (<i>external enquiries</i>)	visa@soton.ac.uk	visa@soton.ac.uk
Registry Curriculum & Timetabling Team	Timetabling	timetabling@soton.ac.uk	tto@soton.ac.uk
	Curriculum	curriculum@soton.ac.uk	ctt@soton.ac.uk
	roombook	roombook@soton.ac.uk	roombook@soton.ac.uk
	Mtt	mtt@soton.ac.uk	mtt@soton.ac.uk
	Medicine Room Booking	Somrmbks@southampton.ac.uk	somrmbks@soton.ac.uk
	Health Sciences Timetabling	timetable@southampton.ac.uk	namtt@soton.ac.uk
	Health Sciences Room Booking	Hsroombk@southampton.ac.uk	hsroombk@soton.ac.uk
Registry Quality Standards and Accreditation Team	Quality Standards and Accreditation	gsa@soton.ac.uk	gsa@soton.ac.uk
Registry Academic Appeals and Student Complaints	Appeals	Appealsandcomplaints@soton.ac.uk	appeals@soton.ac.uk

FACULTY OF BUSINESS AND LAW			
Team	Display Name (appears in Outlook search)	Long Email name	Short name (Account name)
Faculty Recruitment and Admissions Team	Admissions at University of Southampton (UG FBL)	Ugapply.FBL@soton.ac.uk	ugafbl@soton.ac.uk
Faculty Recruitment and Admissions Team	Admissions at University of Southampton (PG FBL)	Pgapply.FBL@soton.ac.uk	pgafbl@soton.ac.uk
Faculty Recruitment and Admissions	Admissions at University of Southampton (PGR FBL)	pgrapply.fbl@soton.ac.uk	pgrfbl@soton.ac.uk
Faculty Student Administration & Assessment Team	Assfbl	assessment@fbl@soton.ac.uk	assfbl@soton.ac.uk
Business School Student Office	Business Student Office	BusinessStudentOffice.FBL@soton.ac.uk	bussofbl@soton.ac.uk
Faculty Student Administration & Assessment Team – Law	lawsofbl	LawStudentOffice.FBL@soton.ac.uk	lawsofbl@soton.ac.uk
Faculty Student Administration & Assessment Team – Art	wsasos	wsasos@soton.ac.uk	wsasos@soton.ac.uk
Faculty Student Administration Team	optfbl	Options.FBL@soton.ac.uk	optfbl@soton.ac.uk
Faculty Student Administration Team	Pgrsofbl	PGRStudentOffice.FBL@soton.ac.uk	pgrsofbl@soton.ac.uk
Faculty Student Administration & Assessment Team - MBA	Mbasofbl	MBAStudentOffice.FBL@soton.ac.uk	mbasofbl@soton.ac.uk
Faculty Curriculum & QA team	cqafbl	CurriculumQA.FBL@soton.ac.uk	cqafbl@soton.ac.uk

FACULTY OF ENGINEERING AND THE ENVIRONMENT

Team	Display Name (appears in Outlook search)	Long Email name	Short name (Account name)
Faculty Recruitment and Admissions Team	Admissions at University of Southampton (UG FEE)	UGApply.FEE@soton.ac.uk	ugafee@soton.ac.uk
	Admissions at University of Southampton (PGT FEE)	PGTApply.FEE@soton.ac.uk	pgtfee@soton.ac.uk
	Admissions at University of Southampton (PGR FEE)	PGRApply.FEE@soton.ac.uk	pgrfee@soton.ac.uk
Faculty UG & PGT Student Admin & Assessment Team	UG & PGT Student Office at Engineering & the Environment	StudentOffice.FEE@soton.ac.uk	sofee@soton.ac.uk
Online Option Choice confirmation emails	Options at Engineering & the Environment	Options.FEE@soton.ac.uk	optfee@soton.ac.uk
Faculty UG & PGT Student Admin & Assessment Team	Assessment and Exams at Engineering & the Environment	Exams.FEE@soton.ac.uk	exfee@soton.ac.uk
Faculty Curriculum & Quality Assurance	Curriculum and Quality at Engineering & the Environment	CurricQA.FEE@soton.ac.uk	cqafee@soton.ac.uk
Faculty Graduate School Team	Pgrsofee	PGRstudentoffice.FEE@soton.ac.uk	pgrsofee@soton.ac.uk

FACULTY OF HEALTH SCIENCES

Team	Display Name (appears in Outlook search)	Long Email name	Short name (Account name)
Faculty Recruitment and Admissions Team	Admissions at University of Southampton (UG FHS)	UGapply.FHS@soton.ac.uk	ugafhs@soton.ac.uk
Faculty Recruitment and Admissions Team	Admissions at University of Southampton (PG FHS)	PGapply.FHS@soton.ac.uk	pgafhs@soton.ac.uk
Student Admin Team	Student Office at Health Sciences	StudentOffice.FHS@soton.ac.uk	sofhs@soton.ac.uk
Assessment Team	Assessment at Health Sciences	Assessment.FHS@soton.ac.uk	assesfhs@soton.ac.uk
Placements Team	Placements at Health Sciences	Placements.FHS@soton.ac.uk	plafhs@soton.ac.uk
PGR Team	PGR Team at Health Sciences	pgrStudentOffice.FHS@soton.ac.uk	pgrfhs@soton.ac.uk
Curriculum & QA team	Curriculum and Quality at Health Sciences	Curricamp.QAFHS@soton.ac.uk	cqafhs@soton.ac.uk
Health Sciences	Healthsc	healthsciences@soton.ac.uk	healthsc@soton.ac.uk

FACULTY OF HUMANITIES			
Team	Display Name (appears in Outlook search)	Long Email name	Short name (Account name)
Faculty Recruitment and Admissions Team	Admissions at University of Southampton (Humanities UG)	UGapply.FH@soton.ac.uk	ugafh@soton.ac.uk
	Admissions at University of Southampton (Humanities PG)	PGapply.FH@soton.ac.uk	pgafh@soton.ac.uk
Faculty Recruitment and Admissions Team	English Language Admissions Enquiries for Pre-sessional and all other English Language courses	EnglishLanguageatSouthampton@soton.ac.uk	elaccess@soton.ac.uk
Student Admin Team	Student Office at Humanities	StudentOffice.FH@soton.ac.uk	sofh@soton.ac.uk
Online Option Choice confirmation emails	Options at Humanities	Options.FH@soton.ac.uk	optfh@soton.ac.uk
Assessment Team	Assessment and Exams at Humanities	Exams.FH@soton.ac.uk	exfh@soton.ac.uk
Curriculum & QA team	Curriculum and Quality at Humanities	CurricampQA.FH@soton.ac.uk	cqafh@soton.ac.uk
Graduate School	Graduate School at Humanities	pgrStudentOffice.FH@soton.ac.uk	pgrsofh@soton.ac.uk

FACULTY OF MEDICINE			
Team	Display Name (appears in Outlook search)	Long Email name	Short name (Account name)
Faculty Recruitment and Admissions Team	Admissions at University of Southampton (UG Medicine)	UGApply.FM@soton.ac.uk	ugafm@soton.ac.uk
	Admissions at University of Southampton (PGT Medicine)	PGTApply.FM@soton.ac.uk	pgrfm@soton.ac.uk
	Admissions at University of Southampton (PGR Medicine)	PGRApply.FM@soton.ac.uk	pgrfm@soton.ac.uk
Student Admin Team	Student Office at Medicine	StudentOffice.FM@soton.ac.uk	sofm@soton.ac.uk
Online Option Choice confirmation emails	Options at Medicine	Options.FM@soton.ac.uk	optfm@soton.ac.uk
Assessment Team	Assessment & Exams at Medicine	Exams.FM@soton.ac.uk	exfm@soton.ac.uk
Placements Team	Placements at Medicine	Placements.FM@soton.ac.uk	plafm@soton.ac.uk
Graduate School	Graduate School at Medicine	pgrStudentOffice.FM@soton.ac.uk	pgrsofm@soton.ac.uk
Curriculum & QA team	Curriculum and Quality at Medicine	CurricandQA.fm@soton.ac.uk	cqafm@soton.ac.uk

FACULTY OF NATURAL & ENVIRONMENTAL SCIENCES			
Team	Display Name (appears in Outlook search)	Long Email name	Short name (Account name)
Faculty Recruitment and Admissions Team	Admissions at University of Southampton (UG FNES)	UGapply.FNES@soton.ac.uk	ugafnes@soton.ac.uk
Faculty Recruitment and Admissions Team	Admissions at University of Southampton (PG FNES)	PGapply.FNES@soton.ac.uk	pgafnes@soton.ac.uk
Student Admin Team	Student Office at Natural and Environmental Sciences	StudentOffice.FNES@soton.ac.uk	sofnes@soton.ac.uk
Student Office - Chemistry	Student Office. FNESChemistry	StudentOffice.FNESChemistry@soton.ac.uk	sochem@soton.ac.uk
Student Office - Ocean and Earth Science	Sonats	Sofnes.sonats@soton.ac.uk	sonats@soton.ac.uk
Online Option Choice confirmation emails	Options at Natural and Environmental Sciences	Options.FNES@soton.ac.uk	optfnes@soton.ac.uk
Faculty Student Admin Team	International Student Enquiries at Natural and Environmental Sciences	international.FNES@soton.ac.uk	intfnes@soton.ac.uk
Faculty Assessment Team	Assessment and Exams at Natural and Environmental Sciences	Exams.FNES@soton.ac.uk	exfnes@soton.ac.uk
Faculty Grad School/PGR team	Graduate School at Natural and Environmental Sciences	pgrStudentOffice.FNES@soton.ac.uk	pgrsfnes@soton.ac.uk
Faculty Curriculum & QA team	Curriculum and Quality at Natural and Environmental Sciences	Curriculum_QA.FNES@soton.ac.uk	cqafnes@soton.ac.uk

FACULTY OF PHYSICAL SCIENCES & ENGINEERING			
Team	Display Name (appears in Outlook search)	Long Email name	Short name (Account name)
Faculty Recruitment and Admissions Team	Admissions at University of Southampton (UG FPAS)	fpas-ugapply@soton.ac.uk	ugapply@soton.ac.uk
	Admissions at University of Southampton (MSc FPAS)	Fpas-mscapply@soton.ac.uk	Mscapply@soton.ac.uk
	Admissions at University of Southampton (PhD FPAS)	Fpas-phdapply@soton.ac.uk	phdapply@soton.ac.uk
Admin and Assessment Team	Passtud	Fpas-student@soton.ac.uk	passtud@soton.ac.uk
Faculty Assessment Team	Assess	Fpas-assess@soton.ac.uk	assess@soton.ac.uk
Graduate School	Pasgrad	Fpas-grad@soton.ac.uk	pasgrad@soton.ac.uk
Online Option Choice confirmation emails	Options at Physical & Applied Sciences	Options.FPAS@soton.ac.uk	optfpas@soton.ac.uk
Faculty Curriculum & QA team	Fpsecqa	fpas-cqa@soton.ac.uk	fpas-cqa@soton.ac.uk

FACULTY OF SOCIAL & HUMAN SCIENCES			
Team	Display Name (appears in Outlook search)	Long Email name	Short name (Account name)
Faculty Recruitment and Admissions Team	Admissions at University of Southampton (UG FSHS)	UGApply.FSHS@soton.ac.uk	ugafshs@soton.ac.uk
	Admissions at University of Southampton (PGT FSHS)	PGTApply.FSHS@soton.ac.uk	pgtfshs@soton.ac.uk
	Admissions at University of Southampton (PGR FSHS)	PGRApply.FSHS@soton.ac.uk	pgrfshs@soton.ac.uk
Student Administration Team	Student Office at Social and Human Sciences	StudentOffice.FSHS@soton.ac.uk	sofshs@soton.ac.uk
Student Administration Team: Geography	Geog44so	Geography.44studentoffice@soton.ac.uk	Geog44so@soton.ac.uk
Student Administration Team Psychology:	Psyc44so	Psychology.44studentoffice@soton.ac.uk	Psyc44so@soton.ac.uk
Student Administration Team : Maths	math58so	maths.58studentoffice@soton.ac.uk	Math58so@soton.ac.uk
Student Administration Team: Economics	econ58so	economics.58studentoffice@soton.ac.uk	econ58so@soton.ac.uk
Student Administration Team: Sociology and Social Policy	ssp58so	sociologyandsocialpolicy.58studentoffice@soton.ac.uk	Ssp58so@soton.ac.uk
Student Administration Team: Gerontology	gero58so	gerontology.58studentoffice@soton.ac.uk	gero58so@soton.ac.uk
Student Administration Team: Politics	poli58so	politics.58studentoffice@soton.ac.uk	Poli58so@soton.ac.uk
Student Administration Team: Statistics and Demography	statdemo	statsdemo.58studentoffice@soton.ac.uk	statdemo@soton.ac.uk
Online Option Choice confirmation emails	Options at Social and Human Sciences	Options.FSHS@soton.ac.uk	optfshs@soton.ac.uk
Assessment Team	Assessment and Exams at Social and Human Sciences	Exams.FSHS@soton.ac.uk	exfshs@soton.ac.uk

FACULTY OF SOCIAL & HUMAN SCIENCES			
Team	Display Name (appears in Outlook search)	Long Email name	Short name (Account name)
Curriculum & QA team	Curriculum and Quality at Social and Human Sciences	CurricQA.FSHS@soton.ac.uk	cqafshs@soton.ac.uk
Professional Training Team	Professional Training at Social and Human Sciences	ProfessionalTraining.FSHS@soton.ac.uk	ptfshs@soton.ac.uk
Professional Development Office	Professional Development Office at Social and Human Sciences	ProfDevoffice.FSHS@soton.ac.uk	pdofshs@soton.ac.uk
ITE Team	Initial Teacher Education at Social and Human Sciences	soepship@soton.ac.uk	soepship@soton.ac.uk
Graduate School	Graduate School at Social and Human Sciences	pgrStudentOffice.FSHS@soton.ac.uk	pgrsfshs@soton.ac.uk