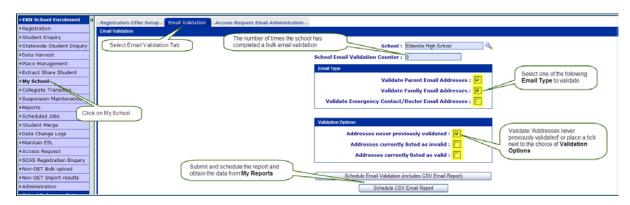# ERN Email Validation

- **Bulk Email Validation**
- **Individual Email Validation**

Bulk email validation is located in the **Email Validation** tab from **My School** menu.

Validation Options:

- Addresses never previously validated – the 3rd party product QAS Email Validation Service will only verify email addresses that have not yet been validated
- Addresses currently listed as invalid – only invalid email addresses will be verified by QAS
- Addresses currently listed as valid – QAS will re-validate previously validated email addresses

Individual Email Validation is found in **Student Enquiry** under the following sections:

- Page 4 of the Full Registration form
- Contact Details (Contact Type – Email)
- Emergency Contact Details (Contact Type – Email)

To validate an individual email address click on the:

1. ? icon validate the email address against the Contact Data
2. ✔ icon to re-validate the email address against the Contact Data