

SYSTEM COMMUNICATION

REGIS EMAIL VERIFICATION

Date: Friday 23 February 2024

REGIS now requires users to verify their account to continue receiving milestone (progress report) reminder system correspondence.

An email has been created that will ask users to verify their account, every **90 days**. Users will be required to click on a 'verify email' link within the email, verifying their account. Once clicked, users will be taken to a page confirming their email has been verified.

The initial email will be sent at 90 days, with two further reminder emails sent 14 days apart. Failure to verify your account within that period will result in you no longer receiving milestone (progress report) reminder system correspondence.

See below example of REGIS email verification template users are receiving

Dear John,


You are receiving this email as you are required to verify your REGIS account every **90 days**.

In order to continue receiving REGIS milestone (progress report) reminder emails, please verify that \${RecipientEmail} is your primary contact email address by clicking **Verify email**.

Failure to verify your account will result in you no longer receiving milestone (progress report) reminder emails. Information regarding the REGIS email verification can be found on the REGIS login pages.

Please do not reply to this email as it is system generated.

Regards,
[Research Ethics and Governance Information System \(REGIS\)](#)



REGIS
Research Ethics Governance
Information System