

How to ensure you receive emails from High School Compliance by adding an email to a whitelist.

What is a Whitelist?

A whitelist is a crucial step that tells your mail server to always allow messages from emails on the whitelist. It is a list of approved emails within your mail system. Whitelists/approved emails help prevent external emails from going to the junk folder or being blocked by IT protocols. To ensure your institution receives time-sensitive information from the GSFC High School Compliance Team, follow the instructions contained in the links below for the email platform your institution uses to add HighSchoolCompliance@gsfc.org to your whitelist. Your school's technical support can also assist with this step.

If you have Microsoft Office, follow the instructions in the link below.

[Block or allow \(junk email settings\) - Microsoft Support](#)

For other platforms, guidelines are below.

[How to Whitelist an Email in Gmail, Outlook, and Yahoo \(clean.email\)](#)