

How to forward Air Force E4C e-mail addresses (@us.af.mil) to your NPS e-mail account.

1. This process requires access to a .mil computer.
2. Log into the Air Force Directory Services website (<https://imp.afds.af.mil/Reports.aspx#email>)

The screenshot shows a web browser window displaying the Air Force Directory Services website. The browser's address bar shows the URL <https://imp.afds.af.mil/Reports.aspx#super>. The page has a green header with 'INFOCON: 3', 'UNCLASSIFIED', and 'INFOCON: Bravo'. A yellow banner below the header reads: 'If the web page display exhibits any format irregularities, please turn off all compatibility settings. [Dismiss](#)'. The main content area is titled 'AIR FORCE DIRECTORY SERVICES' and 'User Self Service'. On the left is a 'Quick Links' menu with categories like 'Home', 'User Self Service', 'Custom Recipients', 'Bulk Administrators', 'Users Guide', 'Customized Address Book', and 'Search'. The main content area is titled 'Category: USAF Active' and has tabs for 'Contact', 'Personal', 'Email', 'Service', 'Unit', 'Training', 'Certificate', and 'Supervisor'. The 'Contact' tab is selected, showing a form with fields for 'Street Address', 'Base / City' (AFIT Monterey), 'State' (California), 'Postal Code' (93944), 'Country / Region', 'Duty Information' (MAJCOM: AETC, Organization: US Air Force, Office Symbol: Student, Job Title: Student), and 'Phone Numbers' (DSN: 000-1212, Commercial, Fax, Mobile). Below the form is a disclaimer: 'The information herein is For Official Use Only (FOUO) which must be protected under the Freedom of Information Act of 1966 and Privacy Act of 1974, as amended. Unauthorized disclosure or misuse of this PERSONAL INFORMATION may result in criminal and/or civil penalties.' On the right is a 'Mission Statement' section for AFDS, describing its role in managing access control, identity, and security threats. The browser's taskbar at the bottom shows several open applications, including 'AF Portal: Login Pag...', 'Air Force Directory S...', and 'Document1 - Micros...', with the system clock showing 10:18 AM.

- From the left hand menu, select "Submit or Change Request" under "Custom Recipients" -> "Single Users"

Identity Management Portal

Quick Links

- Home
- User Self Service
 - View Report
 - How to Correct Your Data
 - E4C FAQs
- Custom Recipients
 - Single Users
 - Requirements
 - Submit or Change Request
 - Submit SIPR Request
 - Bulk Administrators
 - Requirements
 - Download CSV Template
 - Submit Request
 - Request Administration
- Users Guide
 - CR FAQs
- Customized Address Book
 - User Guide
- Search
 - White Pages
 - Blue Pages

Please complete the information below and submit it. For help, place your mouse over the icon to the right of the field you would like more information about.

After you have submitted the form you will receive an email at the address you provided. You will be required to confirm this email address. Once your information has been validated and your email address confirmed, you will be added into the Air Force Global Address List (AFGAL).

Do not attempt to submit your E4L e-mail address or @us.af.mil e-mail address for entry as a Custom Recipient. These e-mail addresses will not be accepted.

Fields marked with a * are required!

Information

First Name * ?

Middle Initial ?

Last Name * ?

Generation ?

Title/Rank * ?

Employee Type * ?

Email * ? .mil and .gov only

Company * ?

Unit * ?

Office * ?

MAJCOM ?

DSN Phone * ? e.g. ###-####

Alternate Phone ? e.g. ###-###-####

Fax Phone ? e.g. ###-###-####

Base * ?

State * ?

Zip/Postal Code * ?

Country of Citizenship * ?

Air Force Directory Services (AFDS)

Help Desk Support

Open a ticket with your local Comm Focal Point

Mission Statement

AFDS is the system used to effectively manage access control, identity management, and security threats while simplifying security management. It serves as the single authoritative source for identity data used by networks and applications, reducing redundancy of directory services currently deployed in the AF. AFDS is the key enabler required for single sign-on, smart card login, PKI data exchange, AF white pages / GAL, account provisioning, medium assurance messaging, GCSS-AF/IF, and AF Portal initiatives.

- Fill in all of your information and click submit. **NOTE:** NPS also establishes an "@nps.navy.mil" email account, which works with your standard "@nps.edu" account. Use your "@nps.navy.mil" account for the "Email" section.
- You will receive a confirmation e-mail within 24-48 hours. Click on the provided link to activate e-mail forwarding.

- Once e-mail forwarding is setup, you can verify by going to "User Self Service" -> "View Report" and selecting the "email" tab.

The screenshot displays the Air Force Directory Services (AFDS) User Self Service portal. The browser address bar shows the URL: <https://imp.afds.af.mil/Reports.aspx#email>. The page features a navigation menu on the left, a central content area, and a right-hand sidebar.

Navigation Menu (Left):

- Identify Management Portal
- Quick Links
 - Home
 - User Self Service
 - View Report
 - How to Correct Your Data
 - E4C FAQs
 - Custom Recipients
 - Single Users
 - Requirements
 - Submit or Change Request
 - Submit SIPR Request
 - Bulk Administrators
 - Requirements
 - Download CSV Template
 - Submit Request
 - Request Administration
 - Users Guide
 - CR FAQs
 - Customized Address Book
 - User Guide
 - Search
 - White Pages
 - Blue Pages

Central Content Area:

User Self Service

AFDS obtains identity data from several authoritative sources, such as DMDC, GDS, AFGAL, MiIPDS, MPES, ADLS, and DCPDS/CIVMOD, to present the most complete record possible. The source for a specific attribute depends on your role (i.e. Active Duty, Contractor, Civilian, etc.). Hovering over some fields may display a description and/or source of the information contained therein. The following data is available for your personal information stored with Air Force Directory Services.

Category: **USAF Active**

Navigation tabs: Contact, Personal, **Email**, Service, Unit, Training, Certificate, Supervisor

The following is information regarding your Email for Career account.

E4C Email Address: [redacted]@us.af.mil

E4C Display Name: [redacted] Capt US Air Force AETC AF INST OF TECH IN/Student

Your E4C account is currently configured to forward mail to the following account:

E4C Forwarding Email: [redacted]@nps.navy.mil

If your local address is not listed, you may be able to forward your E4C email to your local account. If you have an eligible .mil, .gov, .us or .edu email address, and if you want your E4C Email Address to forward to your local account, [Click Here](#) to submit your information.

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Right-Hand Sidebar:

- Air Force Directory Services (AFDS)**
- Help Desk Support**
 - Open a ticket with your local Conrm Focal Point
- Mission Statement**

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The taskbar at the bottom shows the following open applications: AF Portal: Login Pag..., Air Force Directory S..., and Document1 - Micros... The system clock indicates 10:24 AM.