

Knowledge Base

Remove Exchange Account from Built-in Mail on an iOS Device

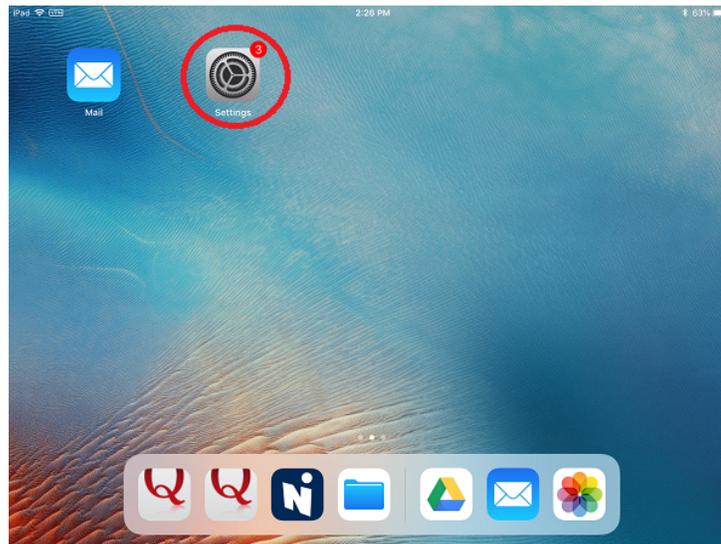
Purpose & Overview:

This document will outline the process of configuring an Office 365 email account on an iOS (iPad, iPhone) device using the built-in iOS mail app.

Support Info:

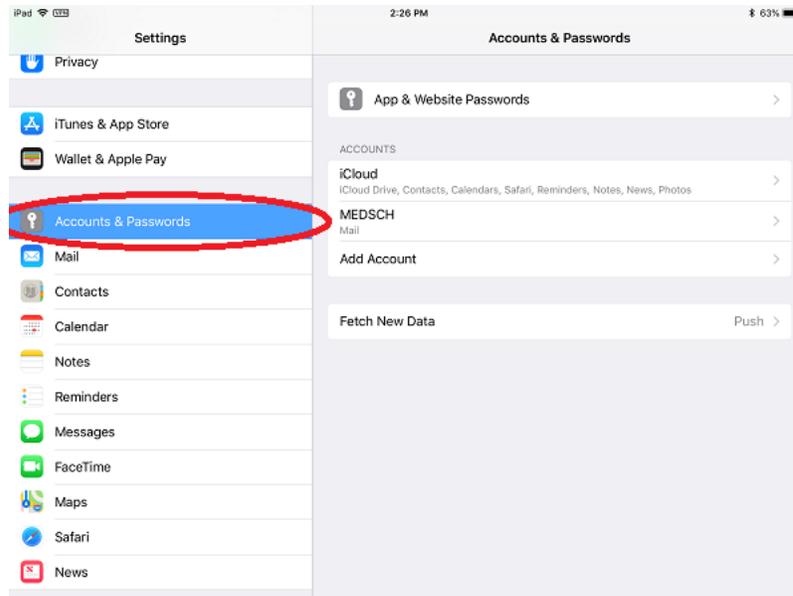
Remove Your Previous MEDSCH Account

1. If you have previously installed your MEDSCH account in the built-in mail app, you will need to remove it.
2. Press on the Settings icon on your device.

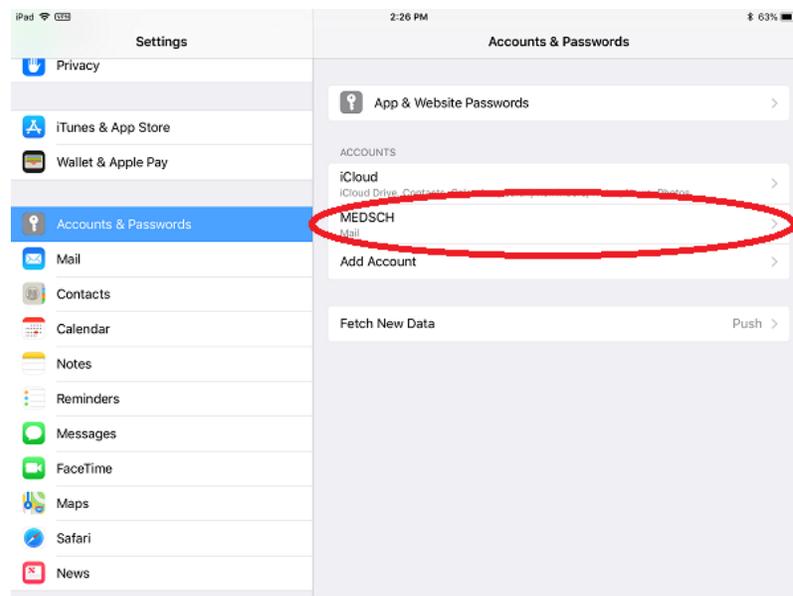


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3. Press on the “Accounts & Passwords” heading.

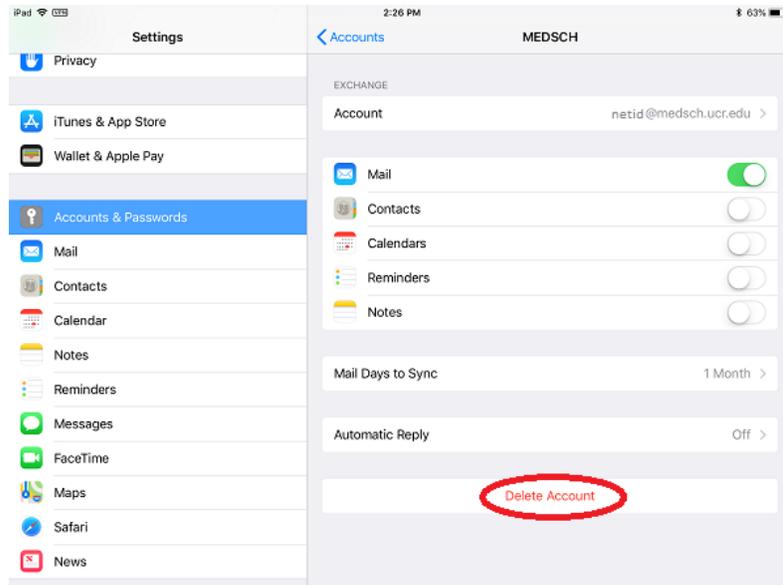


4. Press on your MEDSCH email account.

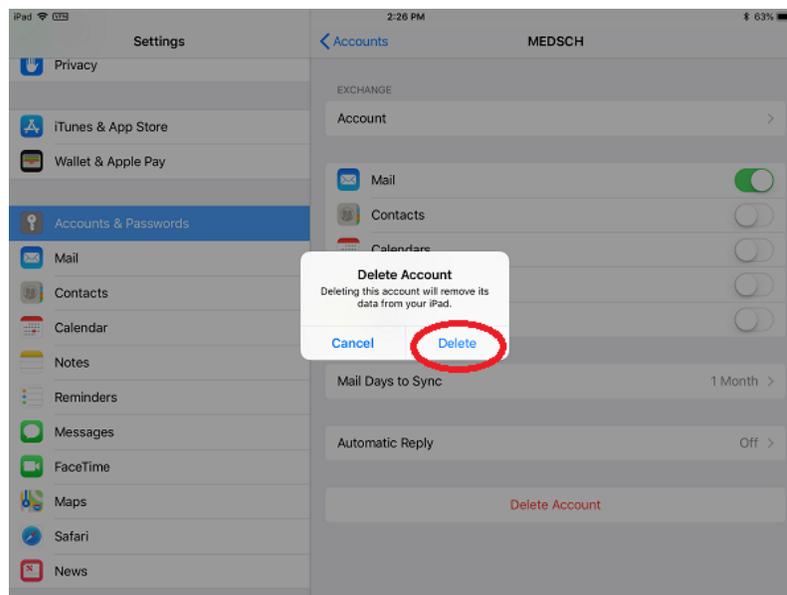


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5. Press on “Delete Account”.



6. Press on “Delete” on the delete confirmation pop-up.



7. Your account has now been deleted from your device.