



Harvard Phone

Voice mail Information




Harvard voicemail service

The dial in access number to voicemail is 617-998-3999.

For help or to report issues with Harvard Phone voicemail, contact your schools IT support [here](#)

Visit phone.harvard.edu for more information

Create your voicemail settings in your Harvard Phone voice mail box

- Dial 8-3999 or press the *Messages* button  on your phone
- If you are not calling from your Harvard Phone, please press * before continuing
- If prompted for your ID, please enter the last 5 digits of your telephone number
- When prompted to enter your PIN, please enter the default code you were provided
- Follow prompts to record a greeting, create a new PIN, set up your recorded name and any extended absence greeting you may want to create. Be sure to follow through all the prompts and wait until you hear “you are now successfully enrolled” before you hang up
- Your PIN will be a minimum 6-digit code
- If you are not prompted to create a PIN, press 4 (Setup Options) then 3 (Preferences) then 1 (PIN). Follow instructions until the very end.

