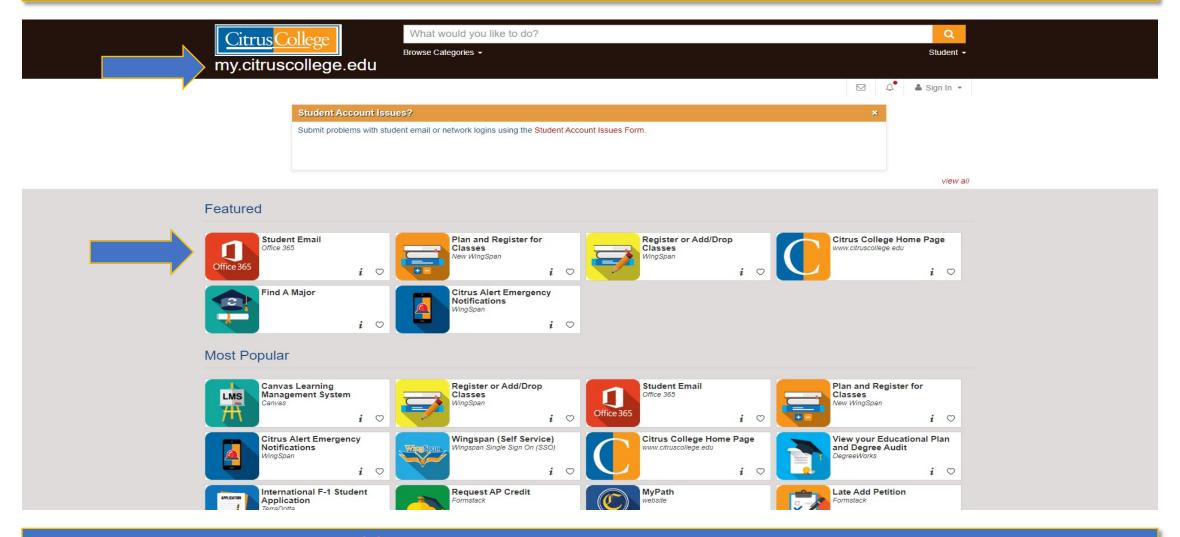
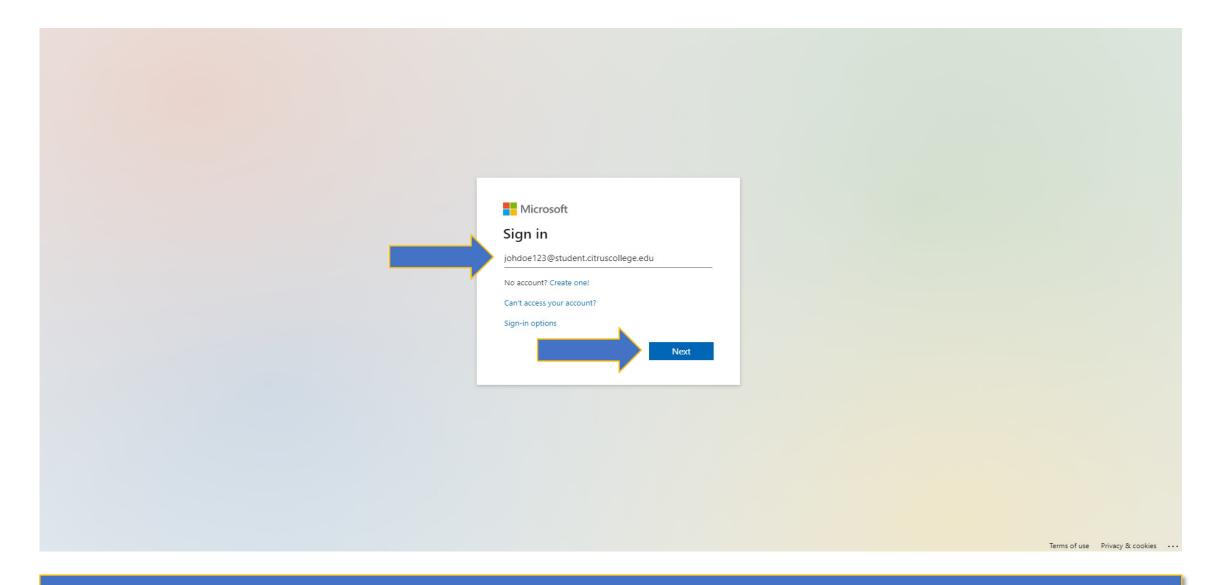
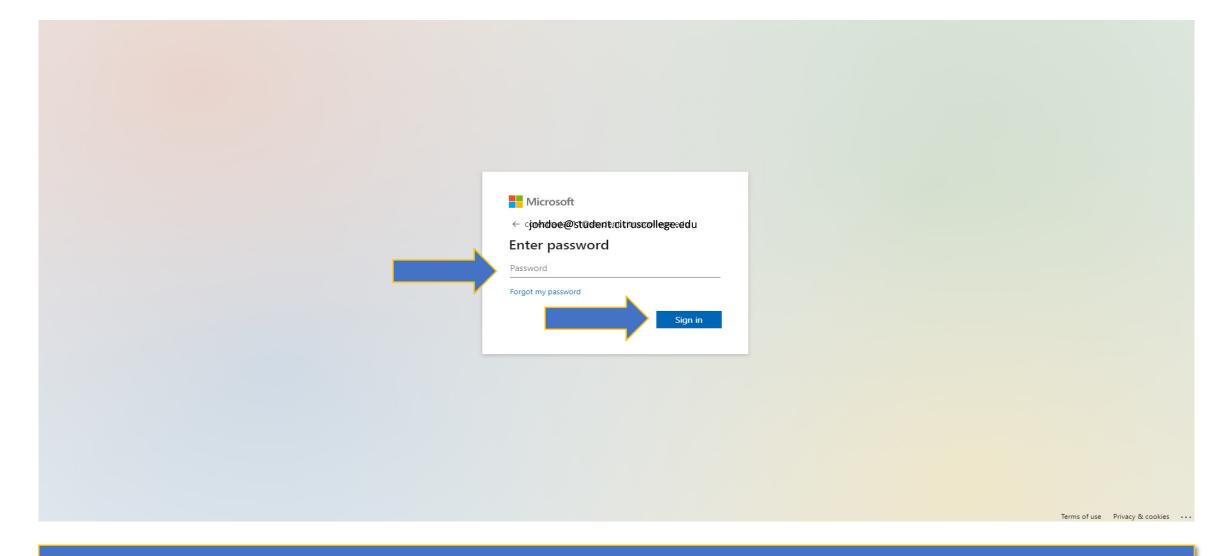
## How to access student email



First, go to <a href="https://my.citruscollege.edu">https://my.citruscollege.edu</a>. Click on "Student Email".

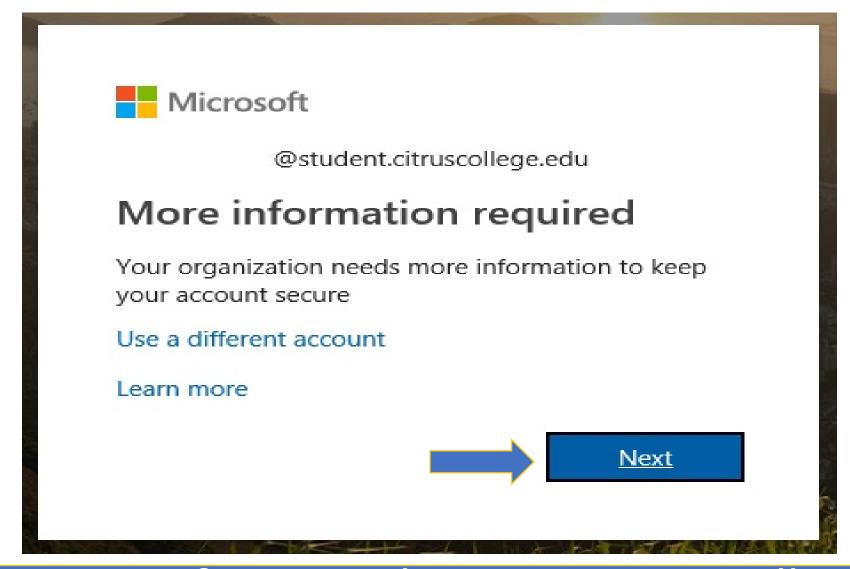


Next, enter your complete student email here and click "Next". Example: johdoe123@student.citruscollege.edu



Next, enter your password. If this is your first time logging in, your default password will be Cc and your 6 digit or 8 digit date of birth with no spaces or dashes. Click "Sign in".

Example: Cc010101 or Cc01012001



If this is your first time logging in, you will see this screen. Click "Next" to proceed.

## don't lose access to your account! To make sure you can reset your password, we need to collect some info so we can verify who you are. We won't use this to spam you - just to keep your account more secure. You'll need to set up at least 1 of the options below. Authentication Phone is not configured. Set it up now Authentication Email is not configured. Set it up now Security Questions are not configured. Set them up now ©2019 Microsoft Legal | Privacy

You will now be prompted to authenticate a phone number, personal email address, and 5 security questions.

\*Note: You must complete at least one authentication option. This information will be used in the event you forget your password.

## don't lose access to your account!

Thanks! We'll use the info below to recover your account if you forget your password. Click "finish" to close this page.

✓ Authentication Phone is set to +1 Change

Authentication Email is set to @citruscollege.edu. Change

5 Security Questions are configured. Change

finish

cancel

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Once you are done, click "Finish". You will now be able to view your emails.