

## College Office 365 Email Address

Click on the link listed below to access the login link to your Office 365 mailbox:

https://login.microsoftonline.com/

The following prompt will appear:

| Sign in                  |     |  |
|--------------------------|-----|--|
| Email, phone, or Sky     | pe  |  |
| No account? Create one   |     |  |
| Can't access your accour | nt? |  |

Enter your email address given in the email to these instructions. The following screen will display:

| CAMDEN   |
|--|
| COUNTY   |
| COLLEGE  |
|  |
| Microsoft  |
| $\leftarrow$ portaltest stu@students.cam dencc.edu |
| Enter password                                     |
| Password   |
| Forgot my password                                 |
| Sign in  |
|  |

The password convention for the first time you login to your email is listed below. The password is actually a pin number that that you will be prompted to change the first time you log into the Microsoft 365:

## Example:

If your Birthdate is 01/31/1999 (January 31st, 1999) If your SSN# is 123-45-6789

In this example, your portal password would be: 01316789C@cc

Important note: International individuals, who do not have a social security number, need to replace the 4 numbers with 4 "s" in their password. In this case, the password is 0101ssssC@cc

Enter the pin number. You will be prompted to change the pin number to a password of your choice.

If you have any issues or questions, please contact:

HelpDesk Office of Information Technology (OIT) Camden County College P.O. Box 200 Blackwood, NJ 08012 856-374-4900 helpdesk-ccc@camdencc.edu