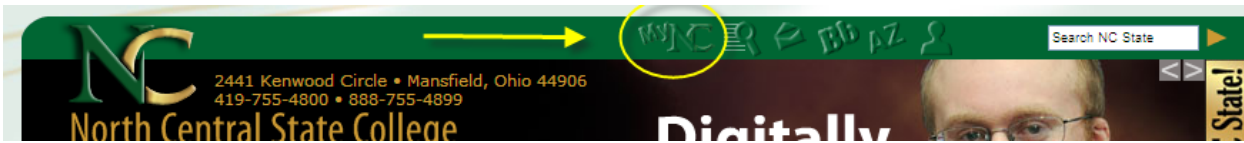


# The New MyNC Beginning Fall 2009

Visit **MyNC** For Online Access to:

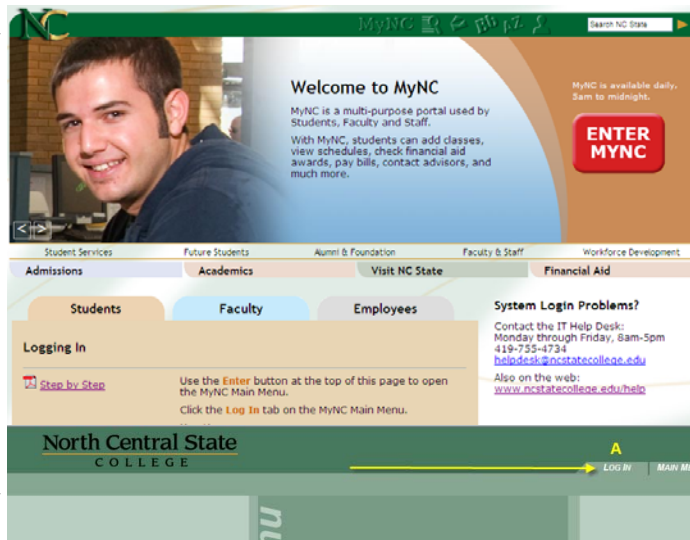
- *Registration*
- *Class Schedule*
- *Student Information*
- *Financial Information*

## How to Access MyNC



When you click on the **MyNC** icon from our website home page (found on the top green bar of [www.ncstatecollege.edu](http://www.ncstatecollege.edu)) you will see a Welcome page. This welcome page has step by step instructions and how to login into MyNC and any special announcements.

When you are ready to log into MyNC, click on the orange **Enter MyNC** button. You will be directed to a window where you can login.



- A. Click the **Login** tab if you know your Username and password and are ready to login.

### B. I'm New to MyNC

At the bottom of **MyNC's** main menu page you can click on this link to be stepped through finding your Username and to reset your password.



You can also use the formula on page 2 to find your Username & password.

## MyNC Student Login Beginning Fall 2009

Beginning September 14, 2009 all login formulas will change for MyNC, Blackboard and Email systems to include your middle initial.

### Your MyNC Username:

- The first five letters of your last name,
- Followed by the first initial of your first name,
- Followed by your middle initial,
- Followed by your birth month and date (using 2 spaces for each).

For example: The Username for a student named Jessica Ann Monroe, with a birth date of September 8th would be: **monroaj0908**

last name first five letters					first name initial	middle initial	2-digit birth month		2-digit birth day	

### Password

Your password has been initially set to the last four digits of your social security number.

The system will require you to change your password the first time you log into **MyNC**. You will receive a message that your password has expired. You will need to type in your user name, your old password (**THIS IS THE PASSWORD THAT GOT YOU TO THIS POINT!**), and your new password will need to be six to nine characters, using both numbers and letters. For example: **pass12** includes both letters and numbers and is six characters long which is the minimum.

### Forget Your Password?

Click on the **What's My Password** link at the bottom right of the **MyNC** main menu page to view your password hints or to reset your password 24/7.

### MyNC Navigation Tips

- Remember to use the menu options instead of your browser's back button.
- If you stay on a page for twenty minutes or longer, you will automatically be logged out. However, you will be able to immediately log back in.
- You will only be able to access the Student Menu even though you can see other options.