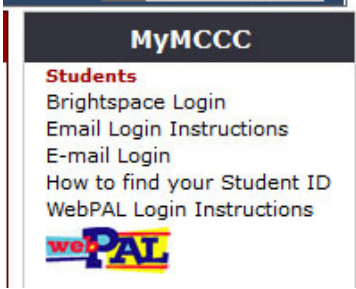
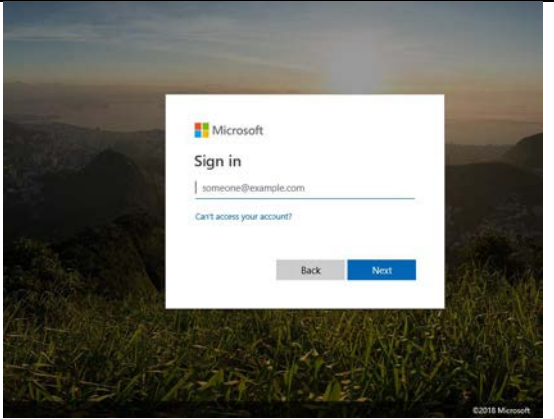


# Student E-Mail Login Instructions

You will need your **WebPal Username/ID** and your **seven digit Student ID Number**.

If you do not have this information, you can locate both through your **MyWebPal account**.

<p>Go to Monroe County Community College Home page <a href="http://www.monroeccc.edu">http://www.monroeccc.edu</a></p> <p>Under the MyMCCC column on the right hand of the page, click the E-mail login link.</p>	
<p>Microsoft outlook will open. Enter your Email Address and Password:</p> <ul style="list-style-type: none"><li>• Your email address is your MyWebPal user name followed by @my.monroeccc.edu (i.e. <a href="mailto:jsmith12345@my.monroeccc.edu">jsmith12345@my.monroeccc.edu</a>)</li><li>• Your password is your seven-digit student ID number (including leading zeros).</li></ul> <p>Click next.</p>	
<p>You will have to select your preferred language and the Eastern Time Zone (US &amp; Canada), so your messages will read the correct time.</p> <p>Click OK and you will be taken to your student e-mail account inbox.</p>	