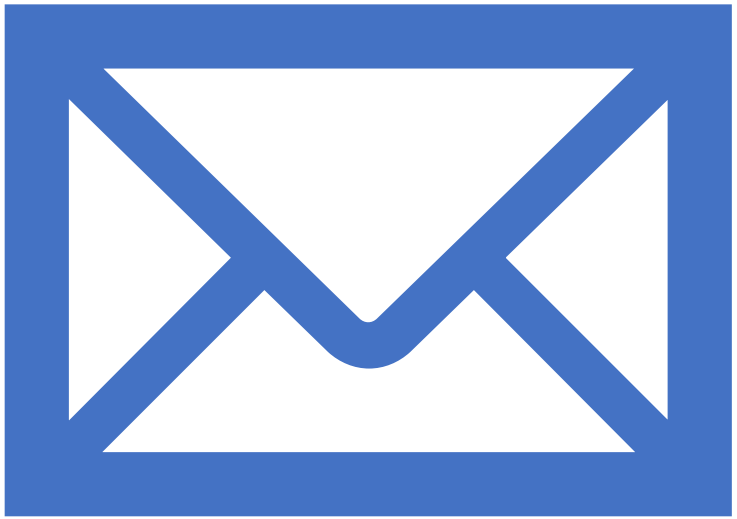
NOCE
NORTH ORANGE
CONTINUING EDUCATION

How to Request a Student E-mail Address

Create a student e-mail address through MyGateway

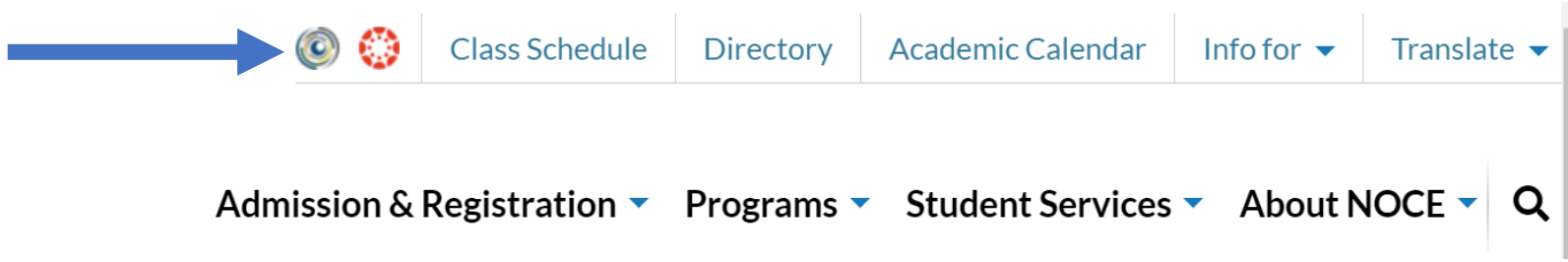


CRC 2021

Benefits of a Student E-mail Account

- It is Free & easy to set-up
- Use for your classes, school announcements, and to communicate with your instructors, staff, and classmates in a secure manner
- No advertisements or unwanted solicitations
- Allows you to keep your personal email account for family & friends

NOCE
NORTH ORANGE
CONTINUING EDUCATION



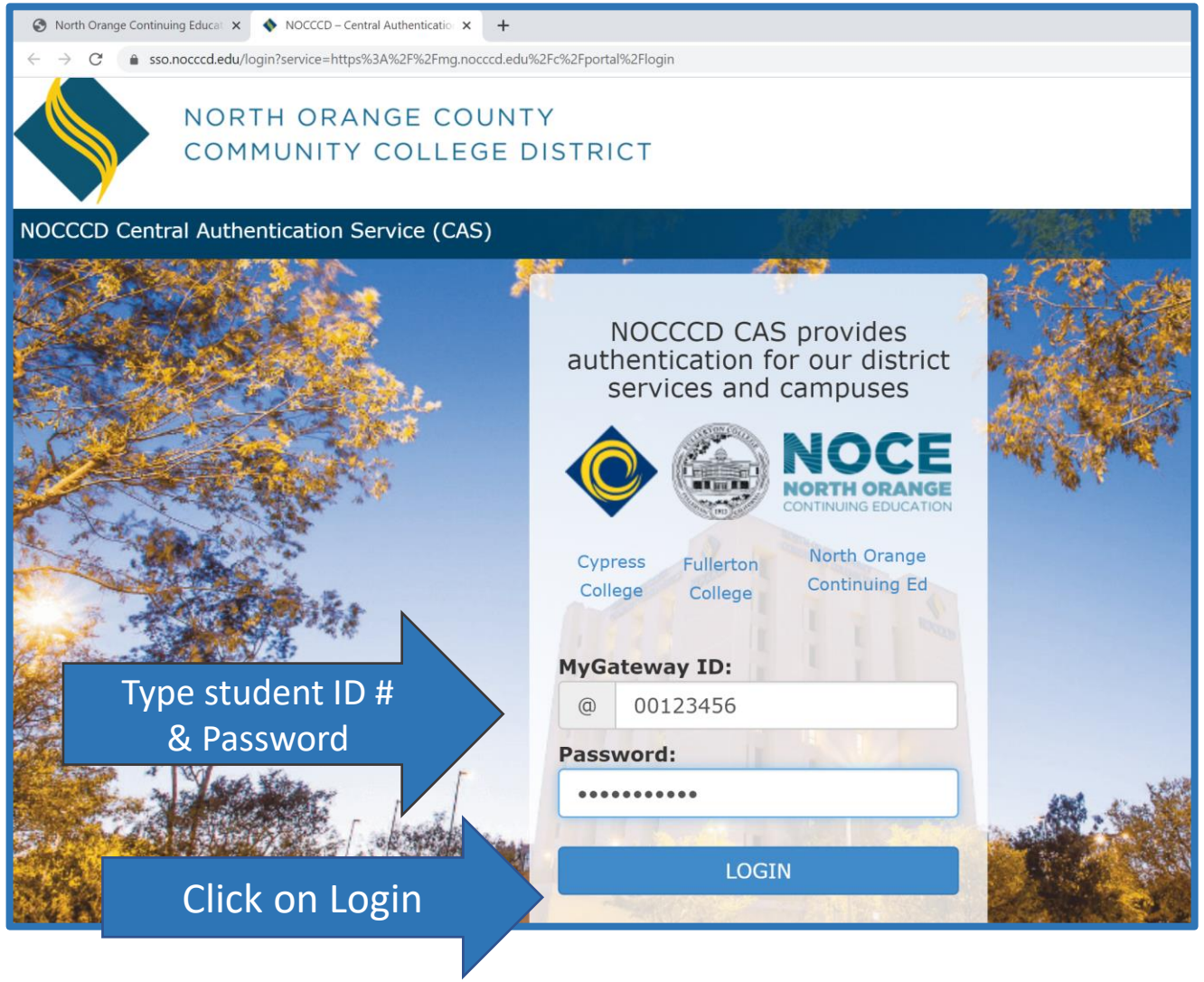
Step 1:

On the NOCE North Orange Continuing Education home page, you can click on the MyGateway icon or you can scroll down to the bottom of the page and click on the MyGateway link listed under *Campus Tools*.

CRC 2021

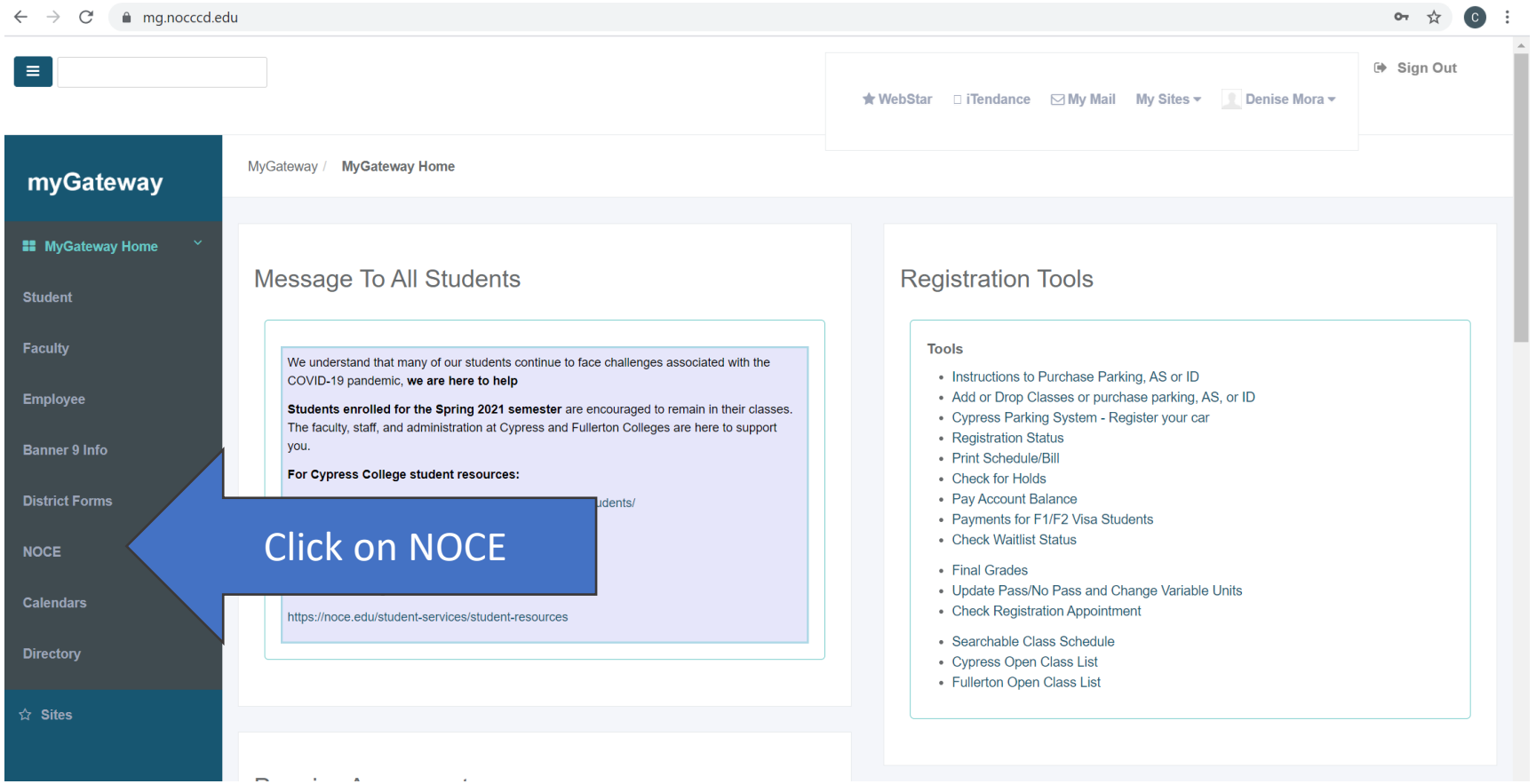
Step 2:

Enter your student ID number & Password then Click LOGIN



Step 3:

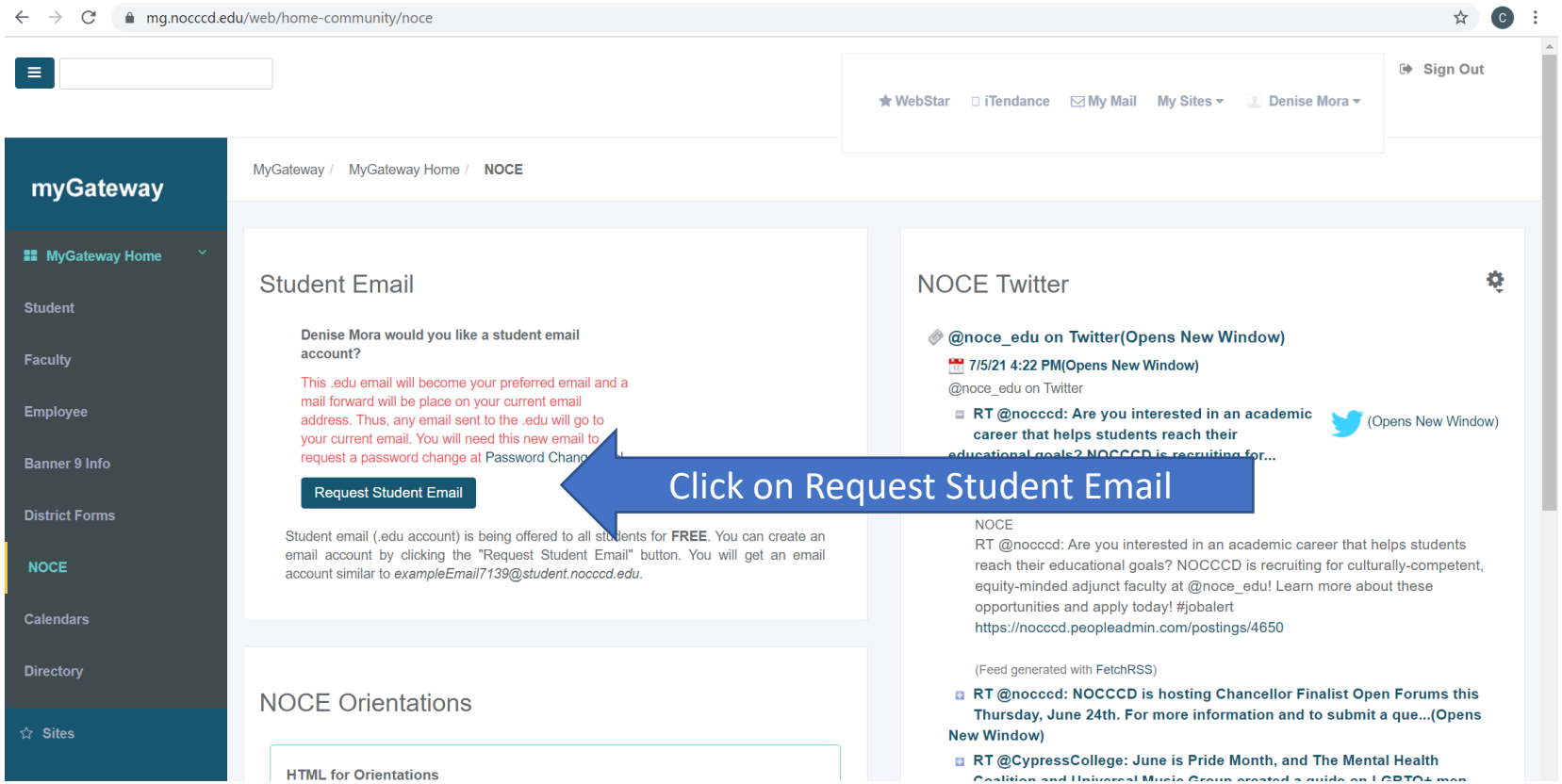
On myGateway panel
Click on NOCE



Step 4:

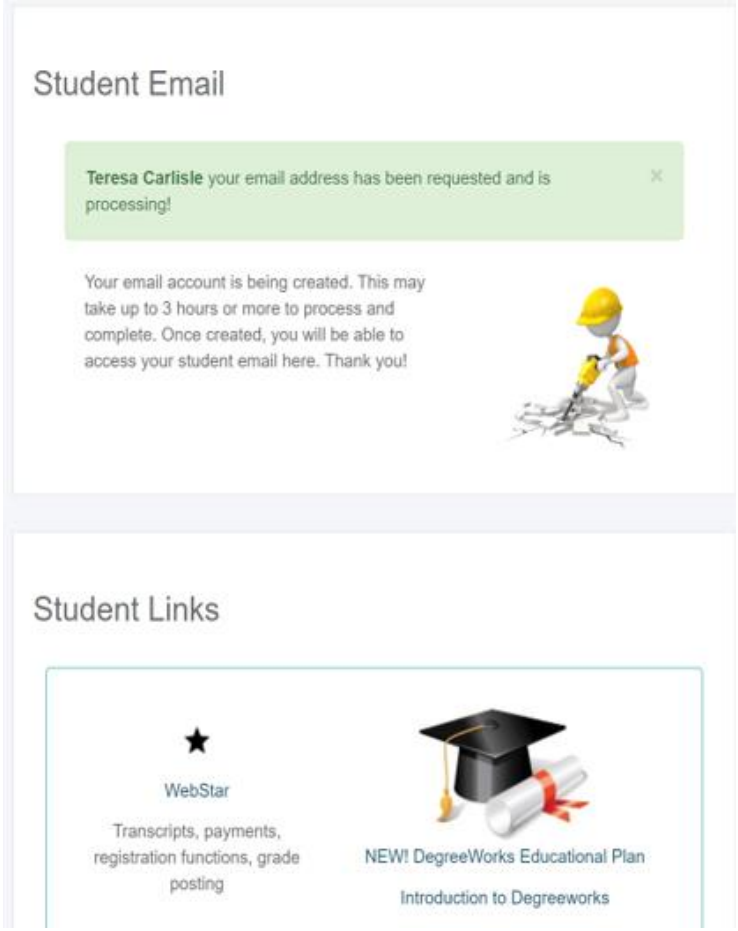
In the Student Email window please read all text regarding a new email account. Click on Request Student Email.

Note example: email8877@student.nocccd.edu



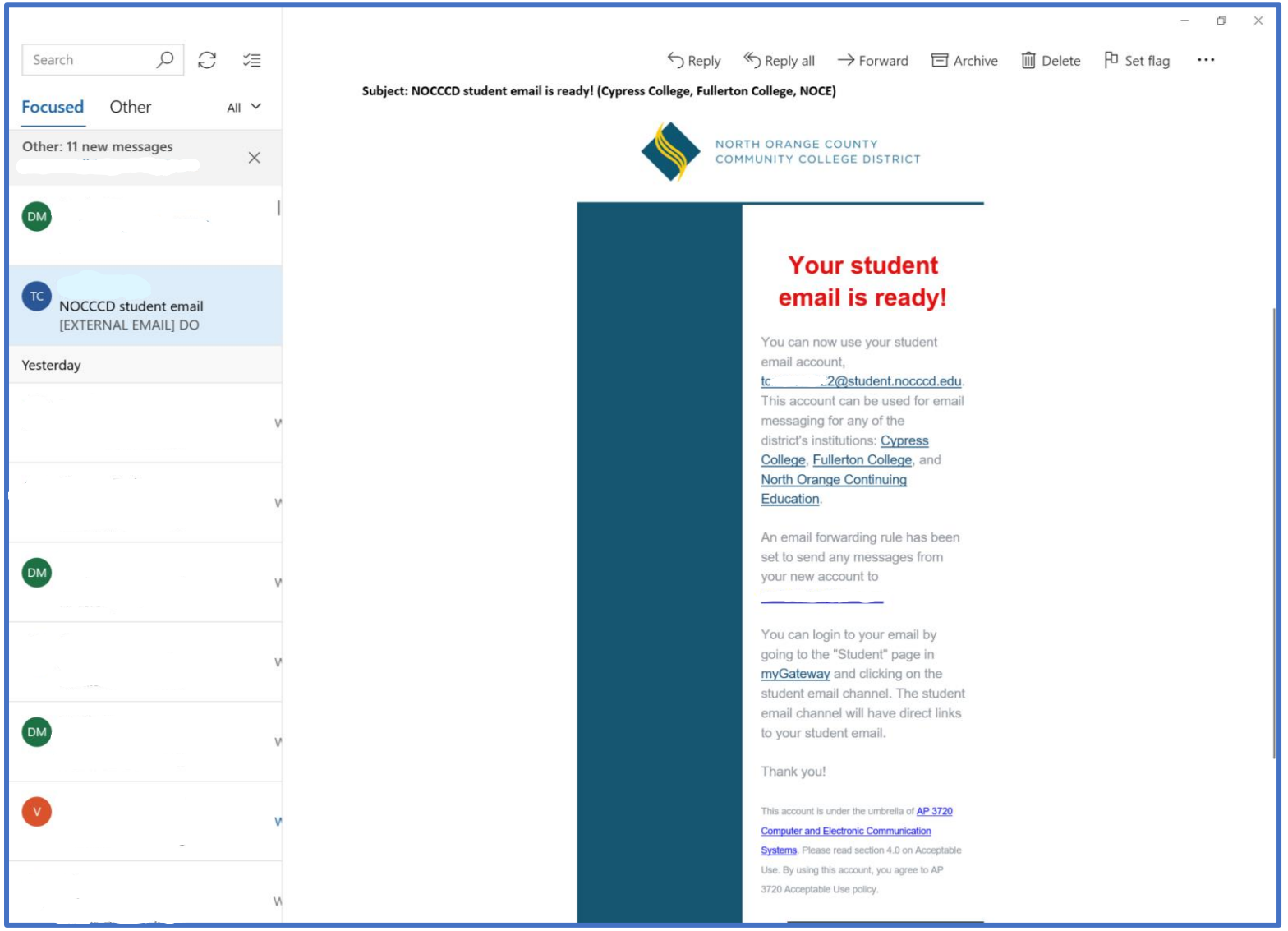
Step 5:
You will receive a notice stating your request is processing.

It can take up to 3+ hours to receive your student email address.



Step 6:

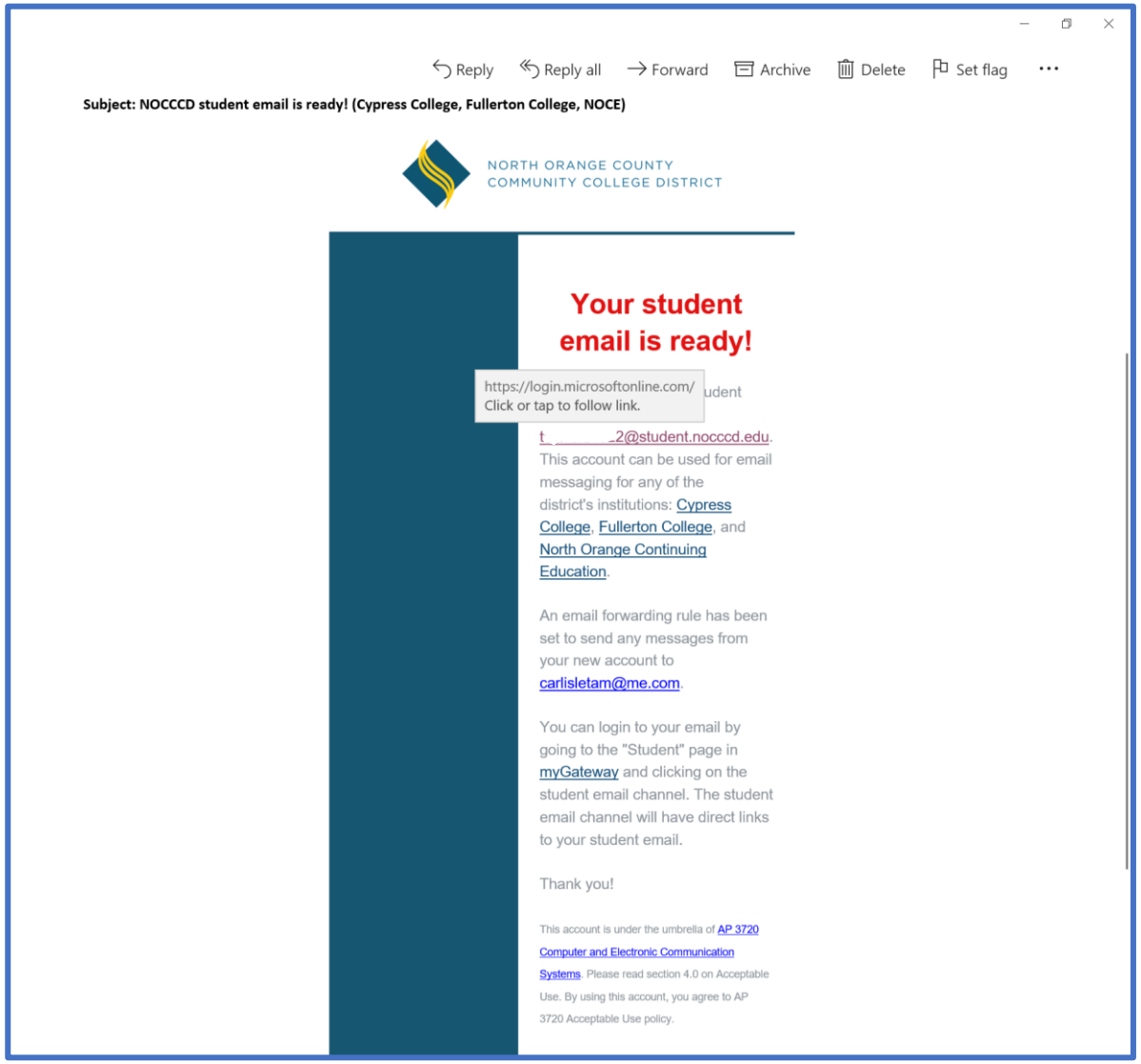
You will receive an email in your personal email account mailbox with a message, "Your student email is ready."



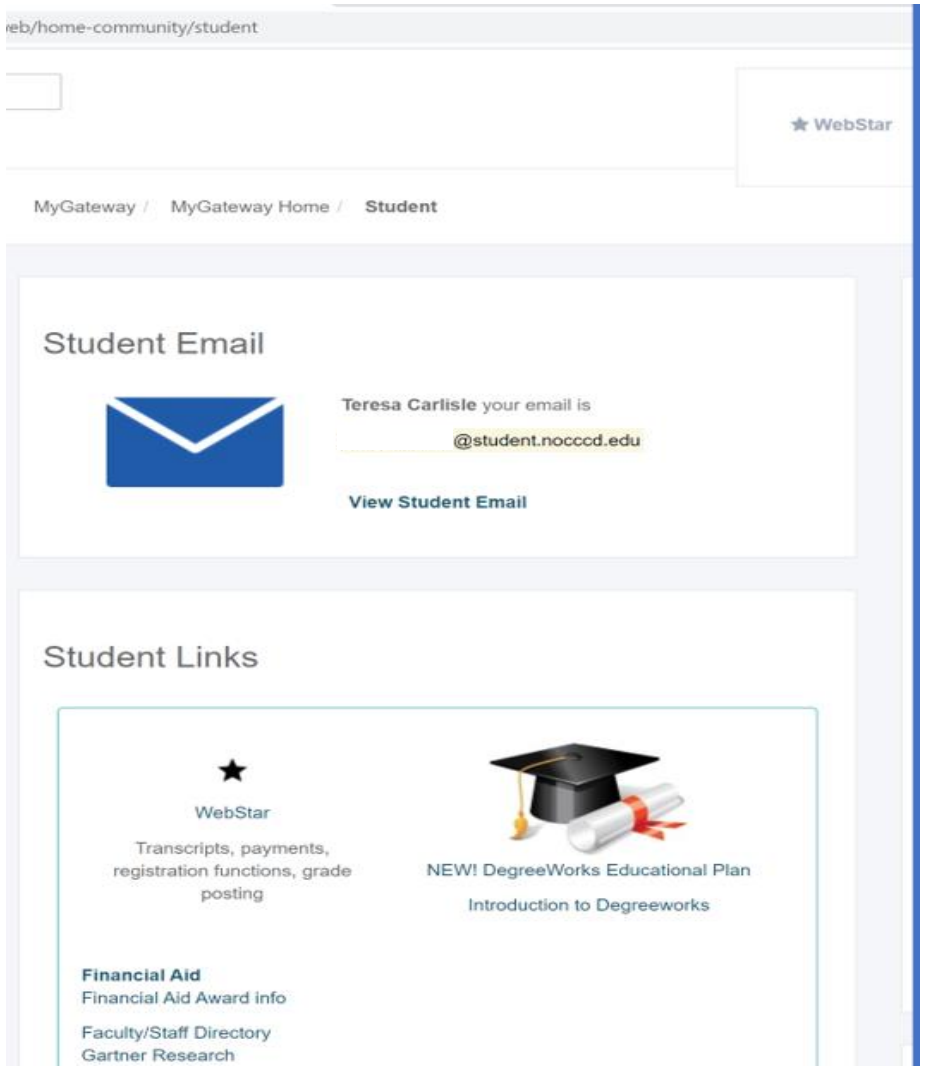
Step 7:

Click on the link to view your new student email account.

Note: You can access your student email account on myGateway.



You can access your student email account anytime from any computer or electronic device by logging into myGateway

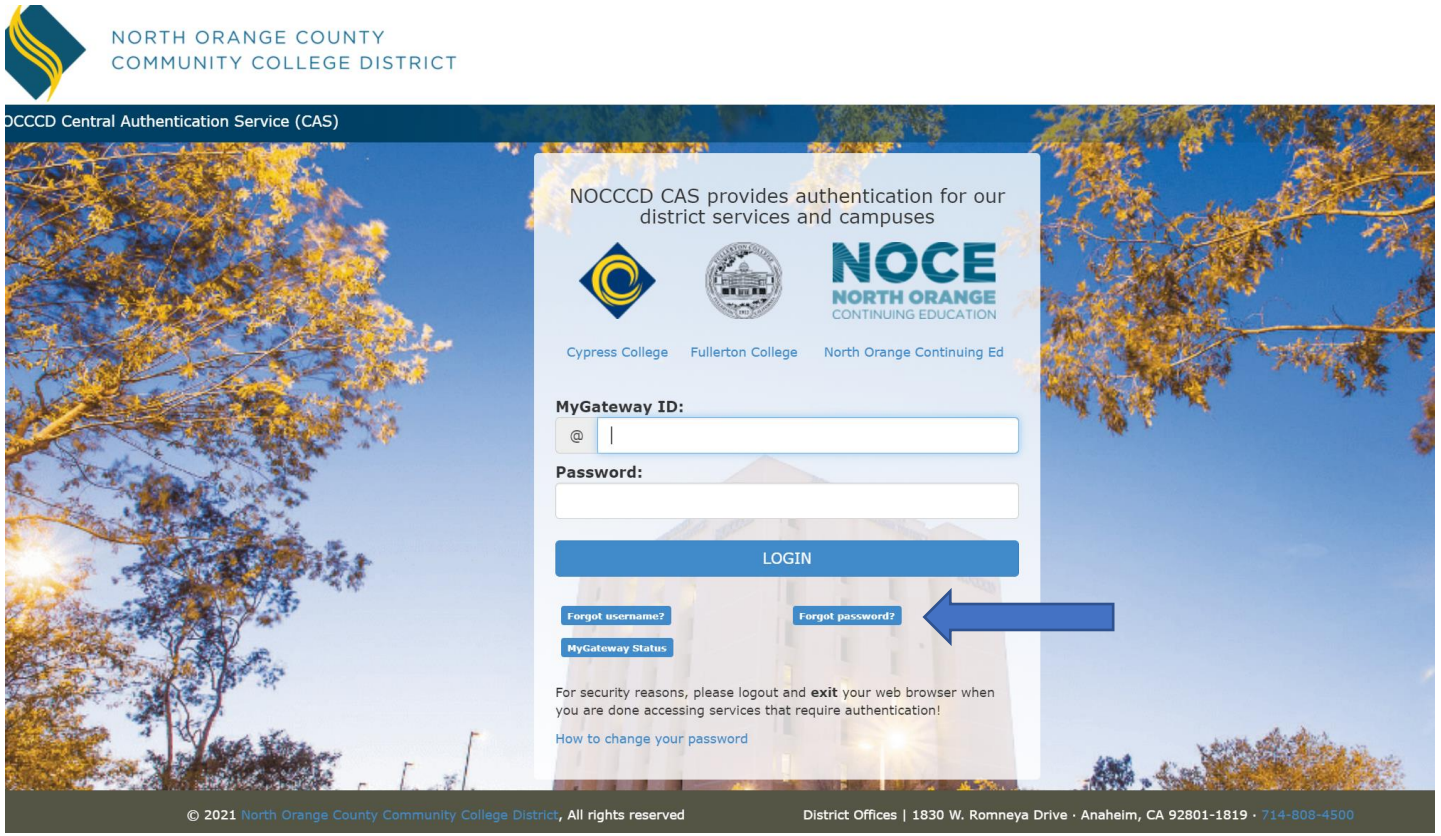


Reminder

- In order to access your student emails, you need to log into MyGateway
- If you forget your MyGateway password, you will need to click on the Forgot password password button from the home screen
- The student email address automatically becomes the preferred email address once it is requested/created
- If you would like to change your preferred email back to your personal email address, you will not be able to make that change on MyGateway
- Please email starthelp@noce.edu and request the change

How to Reset MyGateway Password

Go to sso.nocccd.edu
Click on **Forgot password**, this is located right below the LOGIN button

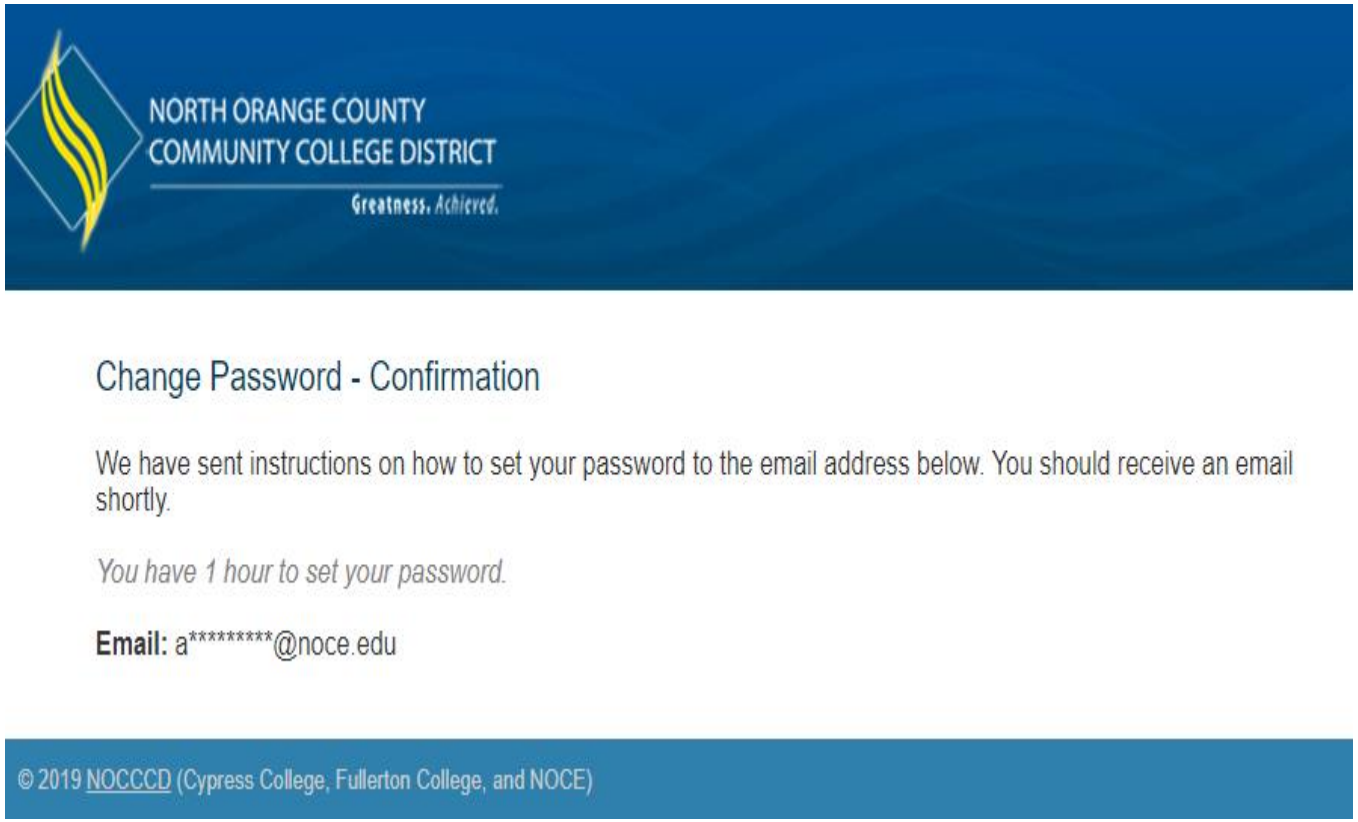


Resetting Password Continued

Enter the **LAST** four digits of your Banner ID number. This is the eight-digit number located at the bottom of your access card
Click on “I’m not a robot” and then click “Next”

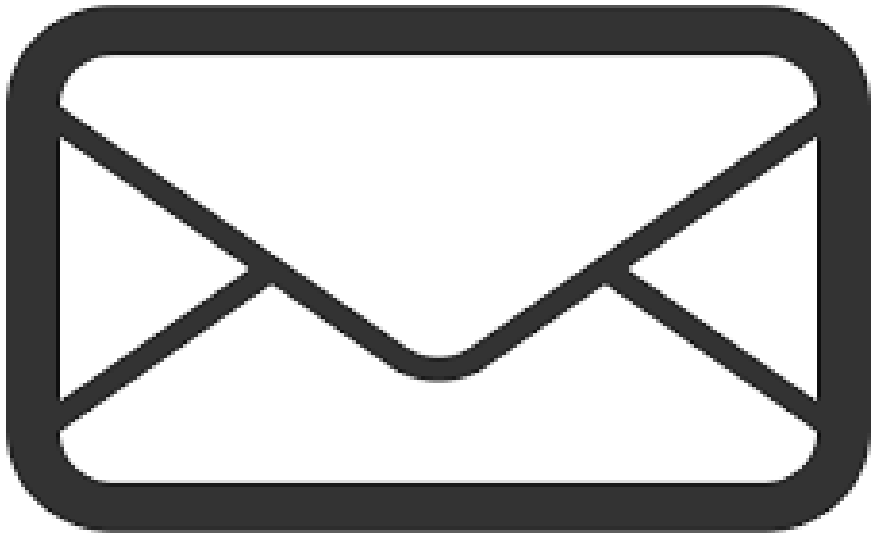
Resetting Password Continued

You will see “Change Password- Confirmation” if everything was entered correctly.
YOU HAVE 1 HOUR TO RESET YOUR PASSWORD



Resetting Password Continued

Log-in to your personal email account
An email from NOCCCD will be sent. This may take a few minutes, so please be patient.

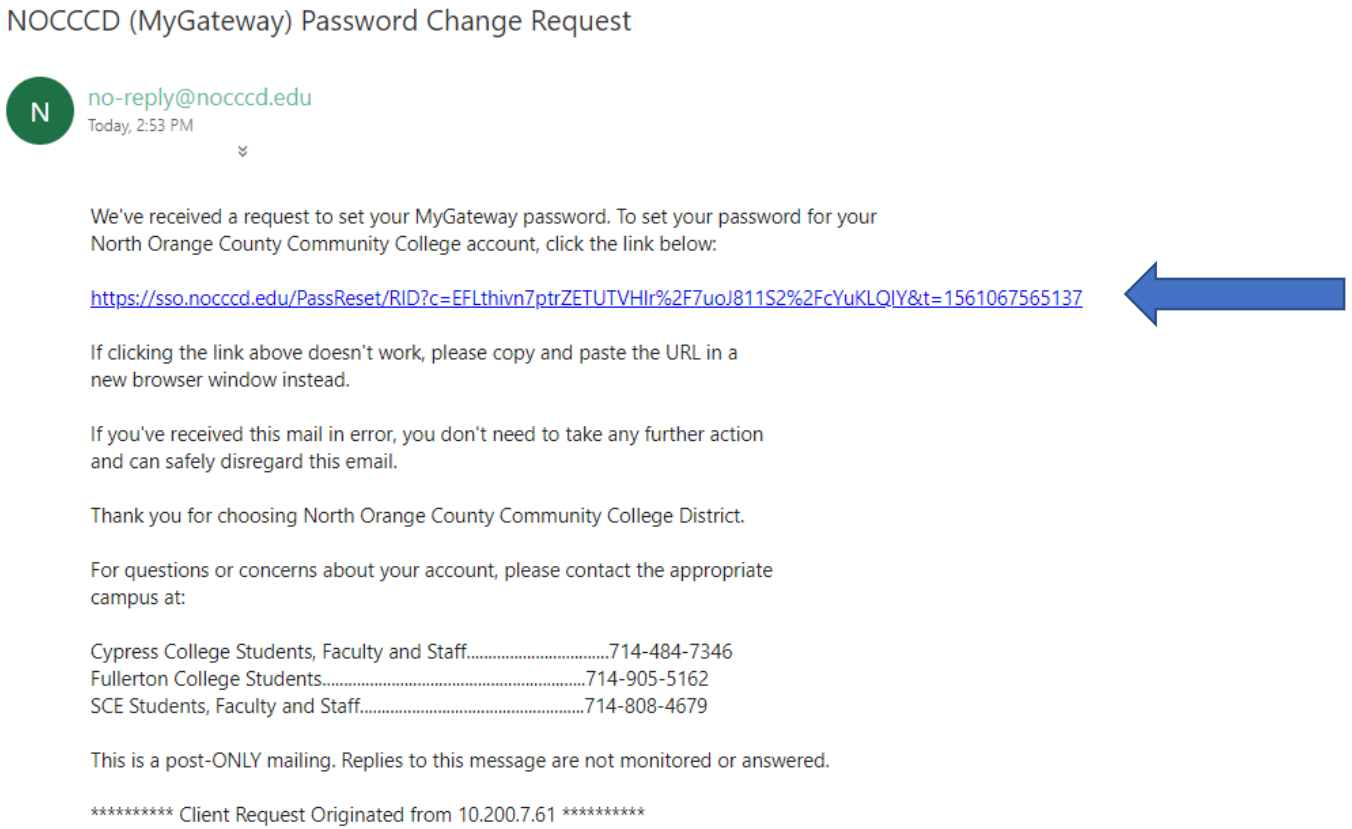


Resetting Password Continued

Click on the email from NOCCCD

Resetting Password Continued

Click on the blue link to reset your password



NOCCCD (MyGateway) Password Change Request

N

no-reply@nocccd.edu
Today, 2:53 PM

We've received a request to set your MyGateway password. To set your password for your North Orange County Community College account, click the link below:

https://sso.nocccd.edu/PassReset/RID?c=EFLthivn7ptrZETUTVHIr%2F7uoJ811S2%2FcYuKLQIY&t=1561067565137

If clicking the link above doesn't work, please copy and paste the URL in a new browser window instead.

If you've received this mail in error, you don't need to take any further action and can safely disregard this email.

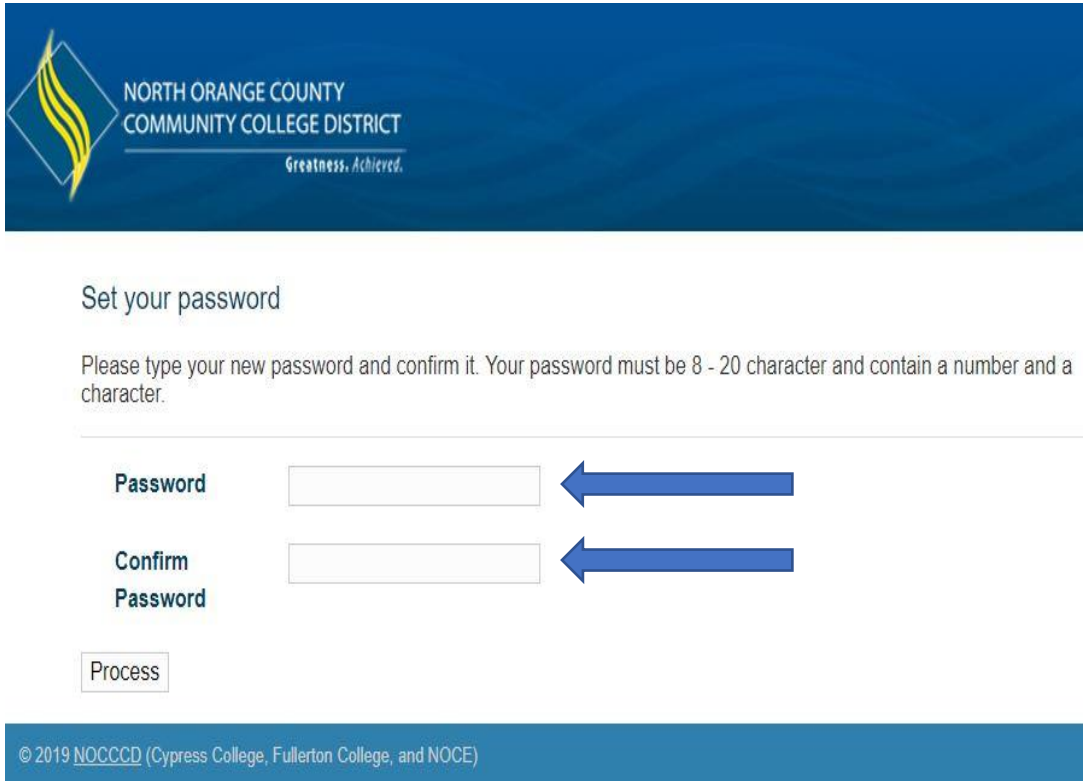
Thank you for choosing North Orange County Community College District.

For questions or concerns about your account, please contact the appropriate campus at:

Cypress College Students, Faculty and Staff.....714-484-7346
Fullerton College Students.....714-905-5162
SCE Students, Faculty and Staff.....714-808-4679

This is a post-ONLY mailing. Replies to this message are not monitored or answered.

********** Client Request Originated from 10.200.7.61 **********

Resetting Password Continue

Enter your new password with at least 8-20 characters long and contain at least one number
Once Processed, you may login to MyGateway