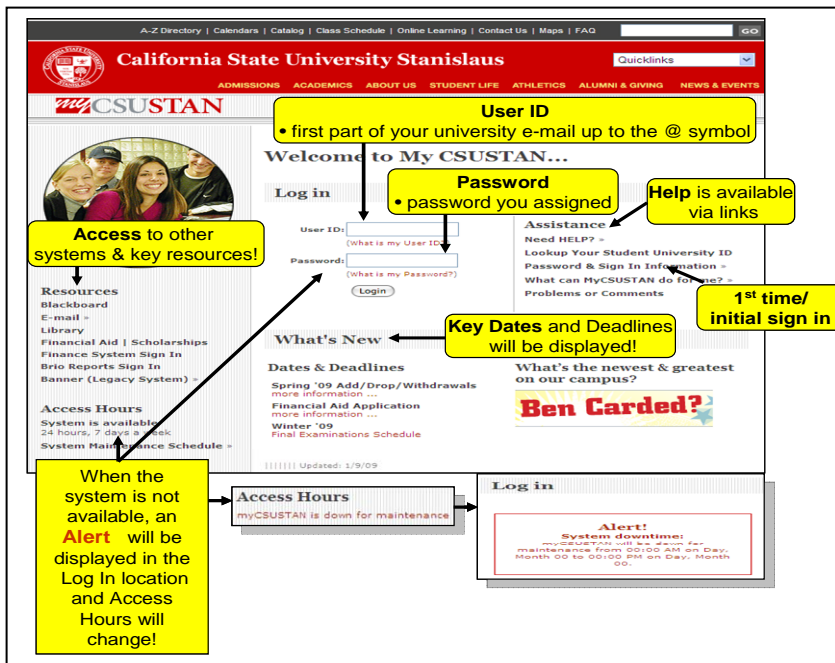**my CSUSTAN**

Login and Password Reset

This guide outlines the process for students to **login to the Student Center** self service.

Step 1

- Access myCSUSTAN from the campus main web site; OR

- Go to http://my.csustan.edu

- New users must go through the **Initial Sign in the 1st time to reset password**, then access myCSUSTAN

- If you have already gone through the **Initial Sign in**, **then just enter your User ID and Password and click on Login**

Step 2

- This step is required only for 1st time users and to reset your password

- Enter your **university email, new university ID**, & **last 4 digits of your SSN.** If you don't know your University email, click on link provided to lookup that information

Step 3

- Please make note of your **new User ID** as this will be used to log into myCSUSTAN. Also, set a new password

- Once the new password is set, you can access myCSUSTAN

Initial Sign In | Reset Password

Your Name:
University ID Number
Your New User ID:
(Keep for your records)

**James Bond
001111111
Jbond**

New Password:

Re-type Password:

Passwords must begin with an alphabetic character, contain at least one (1) number, and must be at least eight (8) characters in length.

Set Password

Step 4

By using the myCSUSTAN login page, you will **bypass and not see this screen**, but if you do, here is how you login.

- If you login through the myCSUSTAN web page, you will bypass this screen. If you do see this screen, then ener:

- Your User ID. This is the beginning of your university email address up to the @ sign.

- Password is the value you assigned through the **Initial Sign in**

- Click on Sign In

myCSUSTAN

User ID: Jbond
Password:
Sign In

Password is your university email password

Enter your User ID. This is the beginning of your university email address up to the @ sign