

Access your  
Student Email  
Directly



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This manual contains pertinent  
information about accessing  
your Student Email directly  
without going through slc.me

June 2019

## Email

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### About

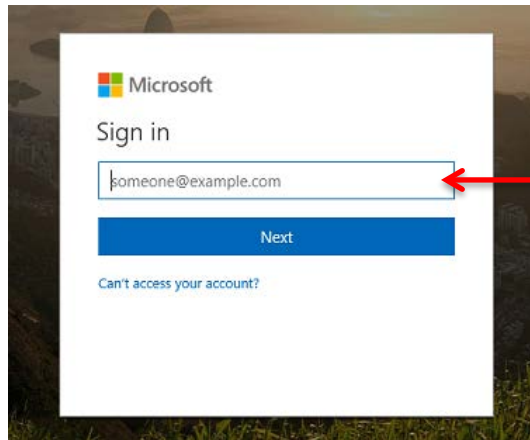
Email is your primary source of communication between the college, staff and students. Through your student email you will be able to receive announcements from your instructors, college updates, notices, and more! Available through your slc.me portal and through: <https://Outlook.office365.com>

### Accessing your College email directly without going through slc.me Sign In:

From any computer system; launch any web browser and key in the following URL:

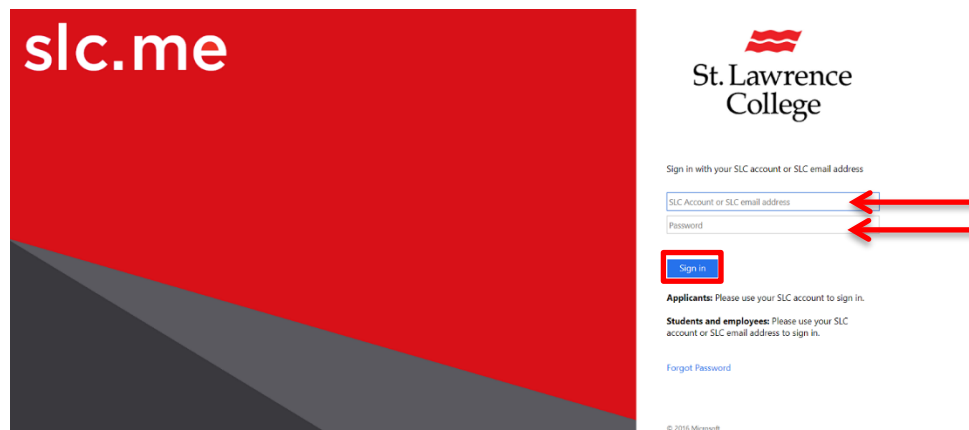
**<https://Outlook.office365.com>**

On the log in screen, you will need to enter your student email address. When you click to enter your password, you will be redirected to a second log in screen.



The second log in screen will display again asking for your student email account and password.

When you click Sign in, you will be taken to your email account.



## Email

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You will then see your email inbox.

*Please note: if this is the first time you are signing in to your student email account, you will be asked for the time zone and various other questions.*

