

Dear students,

Welcome to the Graduate Center.

Here at the Graduate Center, you will have 3 different types of accounts as a GC student:

Graduate Center Network Account (jdoe):

- You'll need this account to login to the OneStop Virtual Drop-off Service, campus computers, the GC Community Wifi, library printers and online library databases
- You do **NOT** need to change the above provided password. The password for this account will expire every 180 days.
- GC Network Account passwords can be reset with in the Self-Service Password Reset Tool:
<https://passwordreset.gc.cuny.edu>

Office 365 E-mail Account (jdoe@gradcenter.cuny.edu):

- New students must claim their GC email account, update their initial password and sign up for O365's password reset tool before using. Go to <http://aka.ms/ssprsetup> and follow the instructions.
- Your GC email account is separate and distinct from your Graduate Center Network Account.
- This is a lifetime email account and the password never expires.
- While students, users can also use this account to access and install free Office365 software on personal devices. See IT's FAQ page.
- Once you're registered, you can use the Office 365 self-service portal to reset your password in the future at <https://passwordreset.microsoftonline.com>

CUNYFirst (John.DoeXX@login.cuny.edu): Note: **XX** are the last 2 digits of the EMPLID.

- You'll need this account to access CUNY-wide software, Blackboard, amenities and special discounts [offers.cuny.edu].
- For additional info on CUNYfirst and how to claim your account, see [here](#).

For more on the difference between your various accounts at the Graduate Center, see:

<https://library.gc.cuny.edu/cuny-accounts/>

Blackboard - is a resource for online learning available to the entire CUNY community.

- [Blackboard User Guides](#) and [Login Instructions](#)
- [Blackboard FAQs](#) and troubleshoot tips - Clear your browser cache if you're unable to log into Blackboard or CUNYfirst
- [How to change your Blackboard email address](#)

Additional useful resources:

- [New User Orientation](#)
- [IT Frequently Asked Questions](#)
- [How do I find my CUNY Employee ID \(aka EMPLID\)](#)

Information Technology

it@gc.cuny.edu

it.cuny.edu