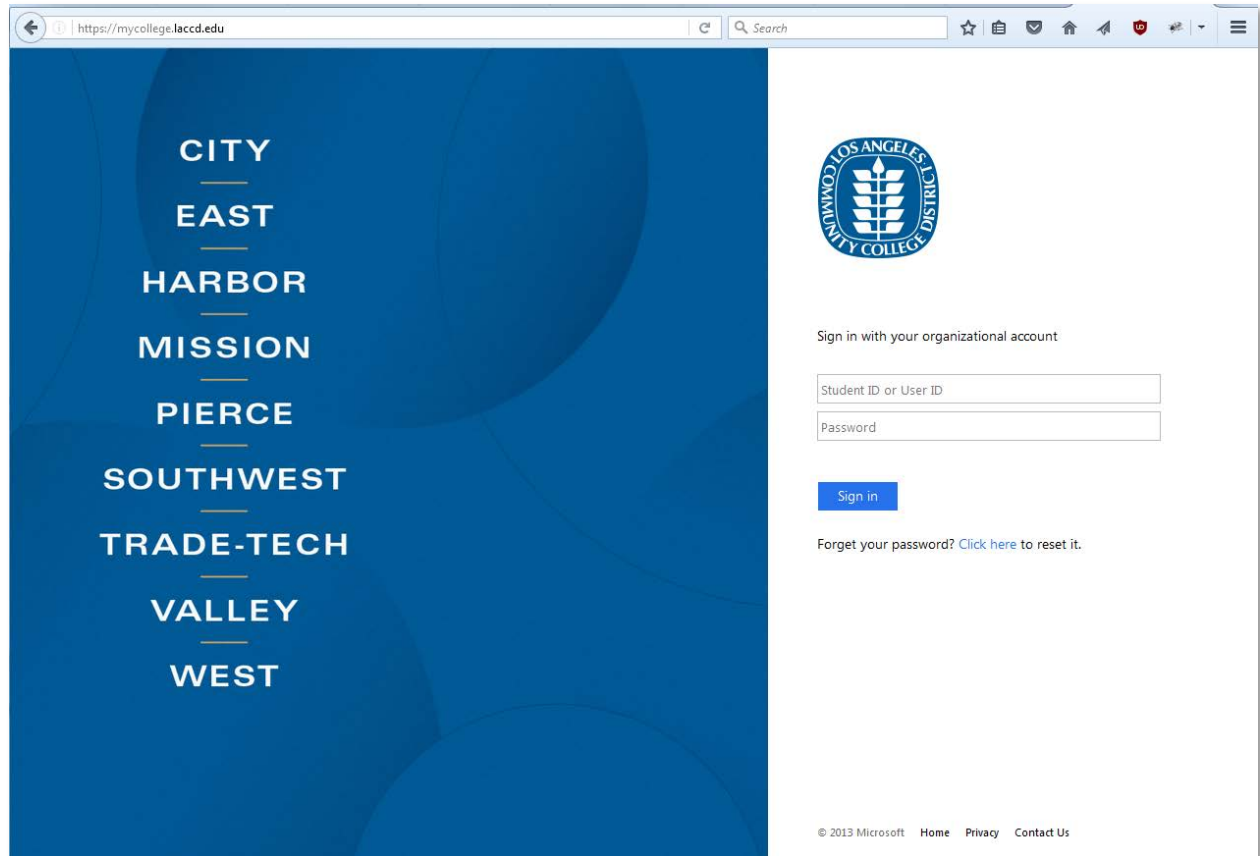


How to Login to the new SIS Portal

- 1) If you are a **new student**, go to the new portal URL at: <https://mycollege.laccd.edu>.
 - If you are a **continuing student**, go to the [SIS Portal](#), login and select your district email address; you may also go directly to the students.laccd.edu webpage.



- 2) For **Students**, enter your **Student ID** in the "Student ID or User ID" textbox. For **LACCD Employees**, enter your **SAP ID** into the same textbox.
- 3) Enter your password in the "**Password**" textbox. The default password will be different for students and employees.
 - **Student Default Password**

Student default passwords will consist of:

88@ + the first character of your last name (capitalized) + the month and day of your birthdate (MMDD)

For Example, Jane Doe, who was born on July the 4th, her default password would be: 88@D0704

How to Access your Office 365 Email

- 1) Login and you should be redirected to your Office 365 account.
- 2) If you are taken to the SIS Portal, click one of the email links, as seen below.

