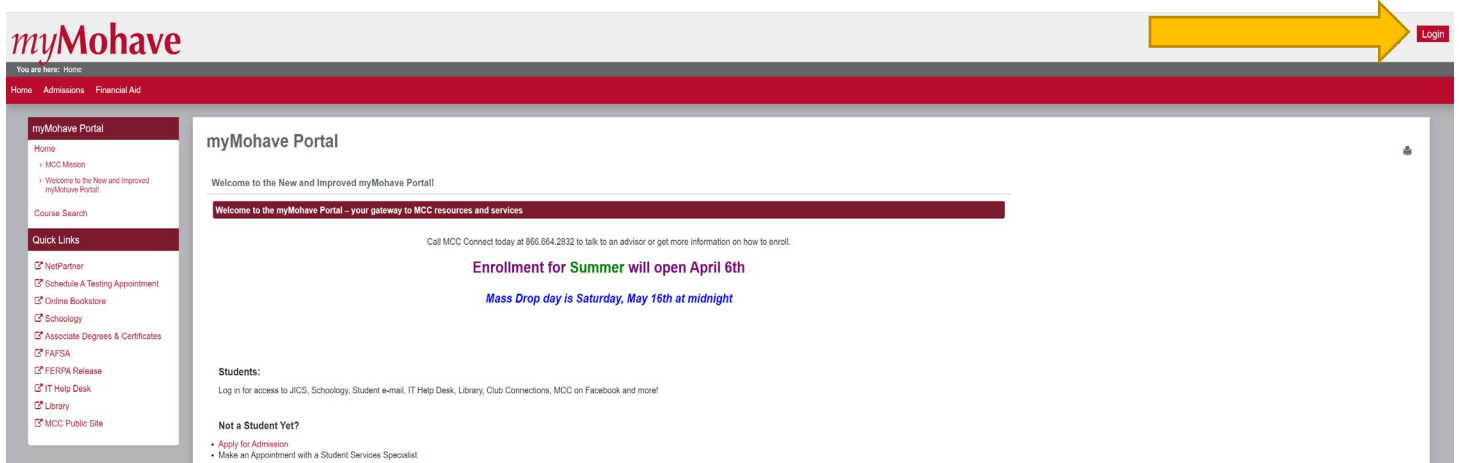


Logging into your Student Email

1. Open your browser of choice (Chrome, FireFox, Edge) and type jics.mohave.edu in the address bar
2. Locate the red login button in the top right:




3. Log in using your student ID and password. Your student ID is your FIRST INITIAL LAST NAME(no spaces) and the last 4 of your student ID#. For example: Jane Smith ID#123456 would be jsmith3456


The image shows the MCC Mohave Community College logo and the MCCA Secure Login form. The logo is at the top, with the text 'MCC Mohave Community College'. Below the logo is a navigation bar with 'Mohave Community College' and 'MCCA Secure Login'. The login form has two input fields: 'Username' and 'Password'. Below the password field are links for 'Forgot your password?' and 'First time users'. A red 'LOGIN' button is at the bottom of the form.

****if you are having trouble logging in and/or need to have your password reset, please call MCC Connect @ 1-866-664-2832****


4. On the right side, you will see a list of links, click on Email

Applications







Schoology




Email



IT Help Desk



Library Catalog




24/7 Student Support

FREE Counseling + Life Resources

5. It will open up a new tab and direct you to another log in page. Log in with your student ID @students.mohave.edu and click Next

****you MUST put @students.mohave.edu at the end of your username, otherwise it won't work****




Sign in

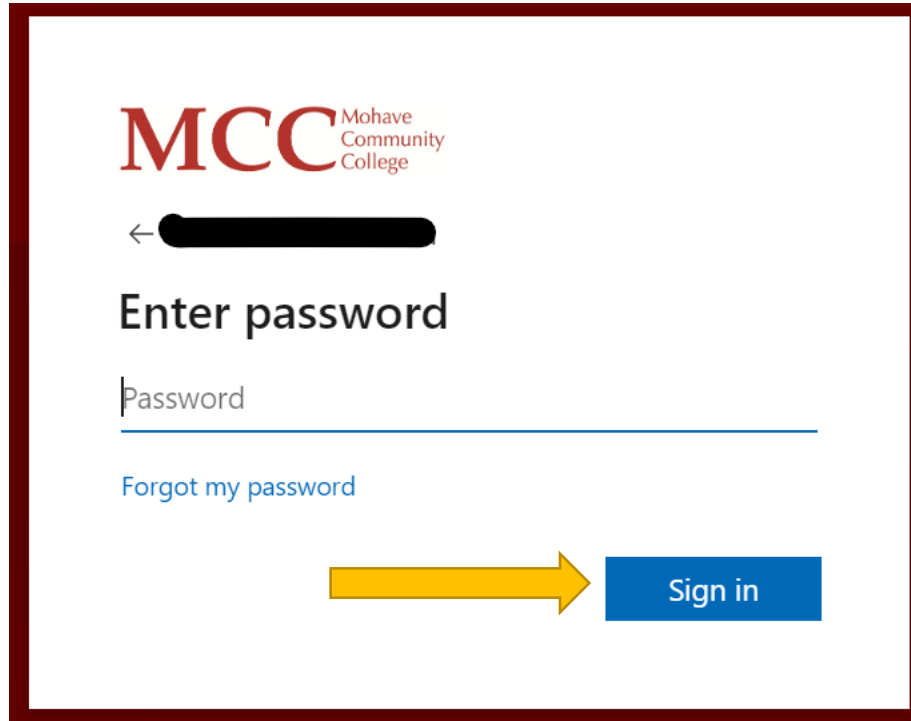
No account? [Create one!](#)

[Can't access your account?](#)

[Sign-in options](#)

Next

6. Type in your password and click Sign In




MCC Mohave Community College

← [Redacted]

Enter password

Password

[Forgot my password](#)

 **Sign in**

7. Choose an option. We strongly recommend if you are using an MCC machine, click No. If you are using a personal machine, then it's your choice. You can also choose to check the Don't show this again box to prevent this page from asking this every time you sign in



MCC Mohave Community College

[Redacted]

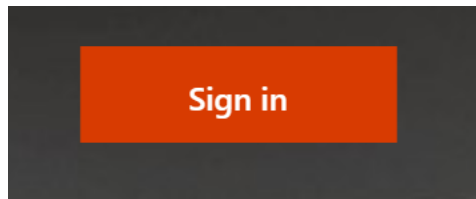
Stay signed in?

Do this to reduce the number of times you are asked to sign in.

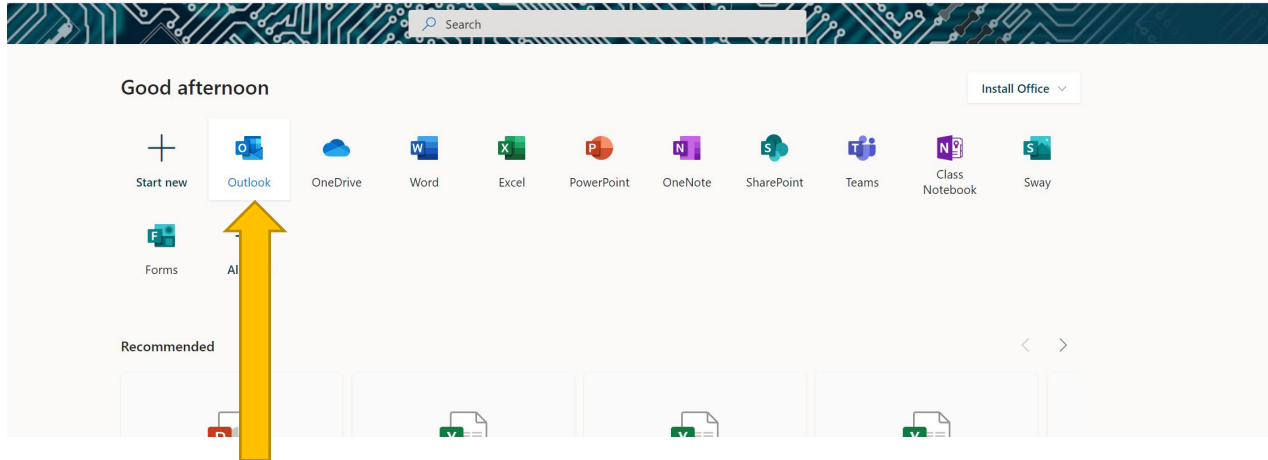
Don't show this again

No **Yes**

8. You will be brought to the Office 365 welcome page, then click on the orange Sign In button

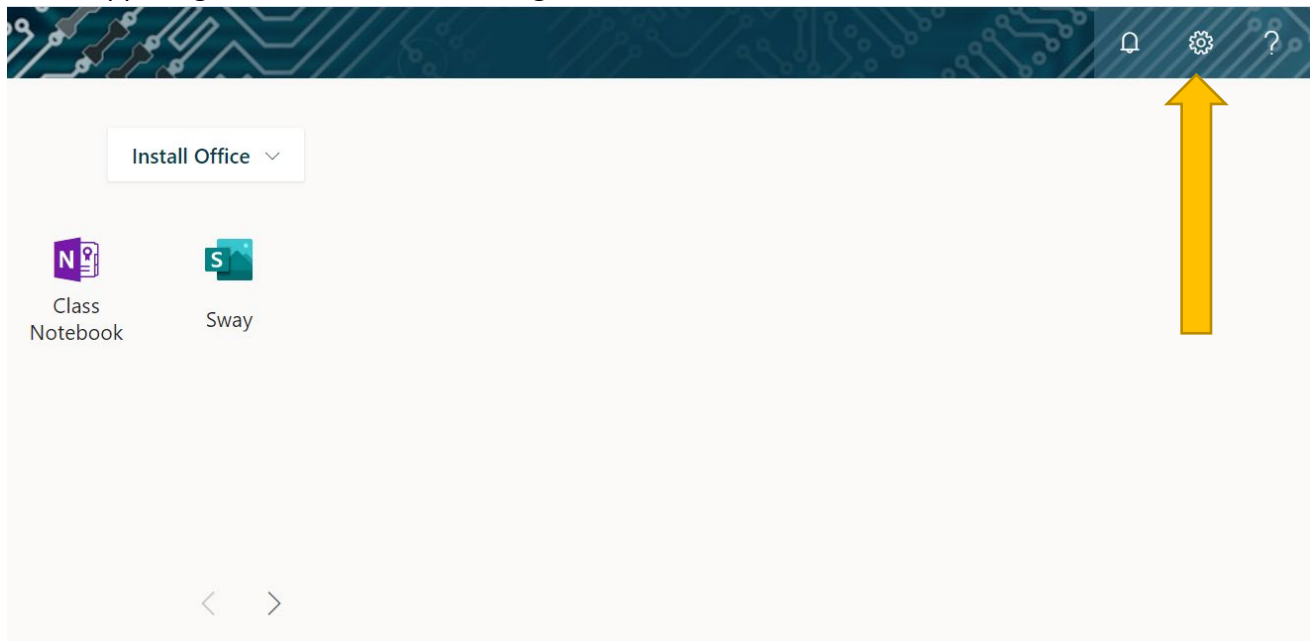


9. From here you will have access to all of Office's web-based programs MCC offers. To get to your student email, click on the Outlook icon and you will be taken to your student email account

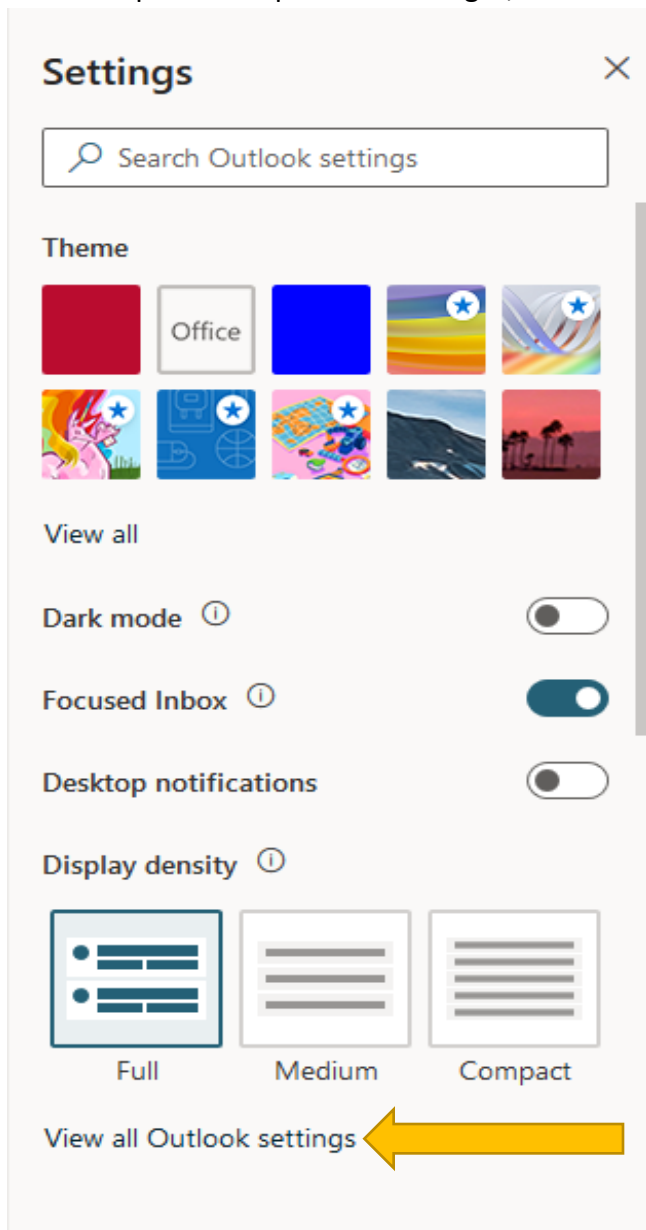


****You have the option to forward your school email to a personal account:**

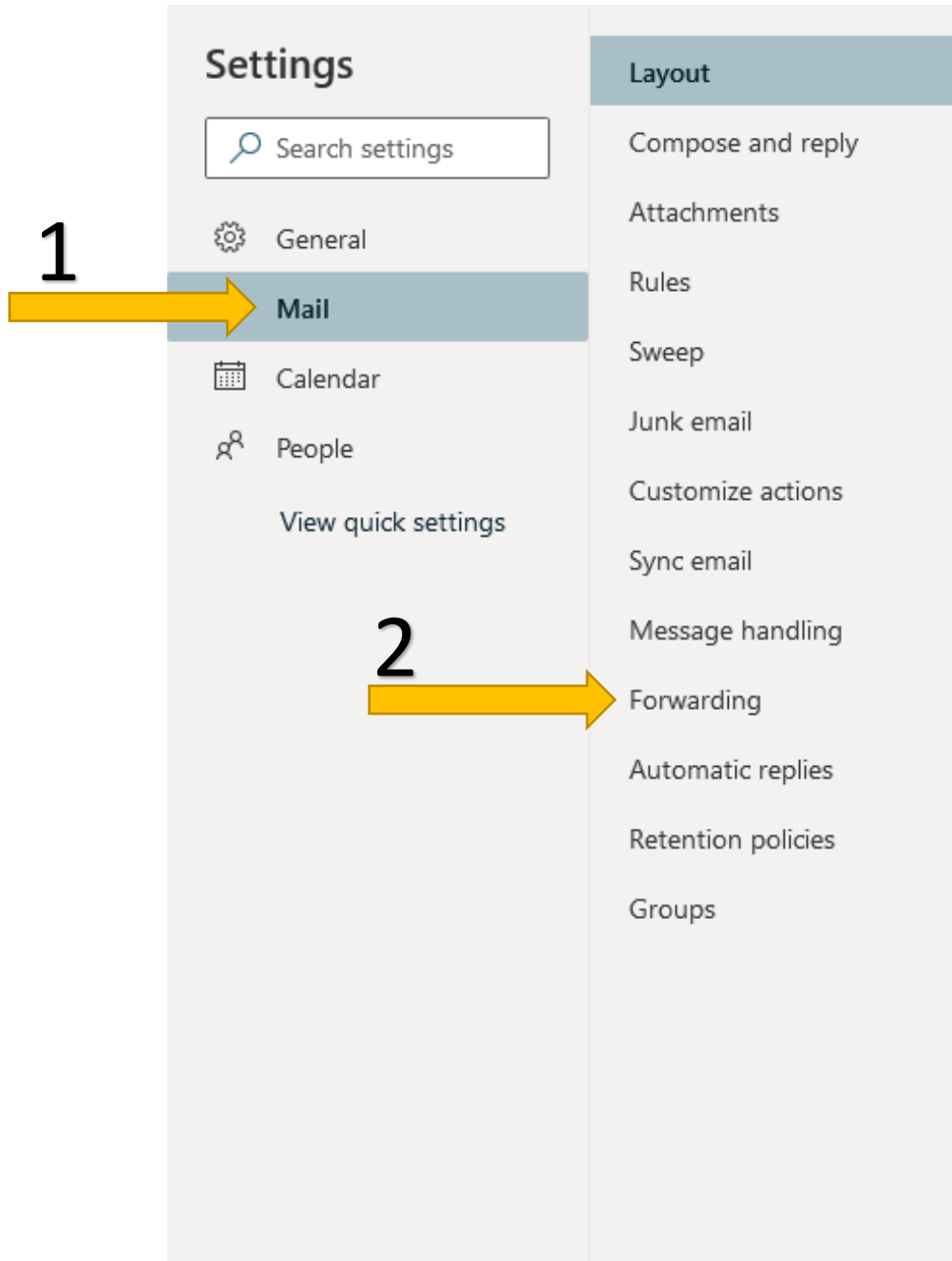
1. In the upper right corner, click the settings icon



- This will open a side panel on the right, look at the bottom and click on View all Outlook settings



3. Another window will open to show all Outlook settings. Click on Mail then, click on Forwarding



4. Click on the Enable forwarding checkbox then, type in the email address you would like your student email to be forwarded to

Forwarding

You can forward your email to another account.



Enable forwarding

Forward my email to:

Enter an email address

Keep a copy of forwarded messages

That's it!