

HOW TO ESTABLISH YOUR PERSONAL USER ACCOUNT AT MyWCC

As a registered student at Westchester Community College, you can access your grades and other functions on our portal, MyWCC. But first, you need to set up your account, following the easy steps below (choosing a password and setting security questions).

Here are directions for activating your account, using the user ID supplied separately.

MyWCC Login Directions

- Go to the college's website at WWW.SUNYWCC.EDU
- Go to the bottom center of the homepage and click on the link that says "MyWCC".
- Go to the left of the page and under "**MyWCC Account Activation**", click the link that says "**New Students**".
- After clicking on "New Students," a new screen titled "**Activate My Account**" will appear and you will see the following information:

Enter your User Id:

- Enter your ID (supplied separately).
- You will see a new screen called "**Activate My Account**".

Select and answer two security questions

User ID: CHOOK12345

Name: Captain Hook

Top of Form

In case you lose your password, please select two security questions and provide their answers which can be used later to confirm your identity.

Question 1: -- select a question --What was your childhood nickname? What is your oldest cousin's first and last name? What is the name of your favorite childhood friend? What street did you live on in third grade? In what city or town did your mother and father meet? What is your oldest sibling's birthday month and year? (e.g., January 1900)

Answer

1:

Then repeat the process for the second security question.

Enter your password and type it again to confirm it.

Creating a password:

In order to create a successful password, please follow the below criteria:

The following are the minimum requirements for your password:

Minimum Length	7
Maximum Length	25
Minimum # of Uppercase Characters	1
Minimum # of Lowercase Characters	1
Minimum # of Numeric Characters	1
Longest Sequence of Same Character	3
Minimum # of Unique Characters	3

Your password **MAY NOT** contain your user ID, first name or last name.

- If your password has been accepted, the following screen will be displayed:

User ID: CHOOK12345

Name: Captain Hook

Activation Date: Wed Jun 09 12:32:12 EDT 2010

Your account has been activated. **Please print this page for your records.**

IMPORTANT: You must *remember* your user id.

If you fail to do so you must visit the Registrar's Office at the Valhalla campus in person with an appropriate form of identification.