Changing Passwords for Office 365
Attention all Students:

PCCC will be changing student e-mails to Office 365 on October 7, 2013. Office 365 will allow students access to more features such as: Microsoft Office Web Apps (Word, Excel, Powerpoint), Skydrive and others.

Because of this change, all student passwords must be updated. On Oct 7 PCCC will reset passwords to the last 6 digits of the student's SSN (or student ID if SSN was not provided). Students must log-in to the Password Change Tool below to make a new secure password. Your new passwords must contain at least 8 characters including 1 uppercase, 1 lowercase and one number. Passwords will expire every 180 days.

Still having trouble...contact the PCCC Help Desk at 973-604-6464.

Click on the “Password Change Tool”
Enter your Login ID. It’s on top of your class schedule or go to pccc.edu/myid to retrieve it.

Enter the last 6 digits of your SSN (or student ID if SSN was not provided)
Pick 2 questions for the drop down list and enter the answer in the corresponding space.

Create your own question and answer it.

Click after you are done answering all 3 questions.
Please enter a password. Your password must contain:

1. 1 uppercase character.
2. 1 lowercase character.
3. 1 number.
4. Cannot contain part of your User ID and cannot be the last 3 Passwords used before.

Your password must be 8 characters or more.
Once you change your password, you will be redirected to the new login page.
Enter your Login ID

Enter your new changed password.
Once you have successfully logged in, please click on your Email to be redirected to your new Office 365 account.

( Please make sure that your popup blocker is disabled)
Please change the time zone to Eastern and click “Save”
Your name should appear in this section.
Once you are done, please close all windows and make sure to “Log out” of your account.