

Accessing Your MyInfo Portal

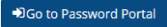
IN FIVE EASY STEPS!



1. Go to msun.edu, click *Current Students* just above the MSUN Logo in the top left of the page, then click the *MyInfo* tab (third tab on the toolbar), and click *Claim/Reclaim NetID*.

2. Here is where you will enter a combination of the following unique identifiers:

- MSU Banner ID (**-OXXXXXXX**) found in your acceptance letter
- Partial Social Security Number
- Date of Birth in **mm/dd/yyyy** format

*Once you have submitted your unique identifiers you will have a short window of time to record you Net ID, which will look something like **a11b222**

3. Next select the link to Set Net ID password at the *Self-Service Password Portal* and click the button found on the next page. 

4. Once you have entered the Password Portal, you will want to select  to set a new password or select  to reset the password on a previously accessed account. Complete all of the steps here to set your password and security questions.

5. Lastly, complete Step 1 again – but this time you will click *Log in to MyInfo* using the login credentials you just established!

Inside Your MSU-Northern

STUDENT PORTAL

YOU WILL FIND:

- **Billing Information:** Tuition and Fee costs, Billing dates, QuickPay
- **Financial Aid Information:** Award Letter documentation *For Eligible Parties
- **Course Schedule**
- **Work Study:** Time Sheet, Tax Forms, Pay Stubs *For Eligible Parties
- **Student Records:** Degree Requirements, Completed Credits, In-Progress Courses
- **Academic Information:** Non-official Transcripts
- **NetID** (a11b222): used for Campus Computers, Box (cloud storage), Brightspace LE, MSUN Secure Wireless, Microsoft Office 365, Student Email, and VPN
 - Accessed by clicking *Personal Information* and *View IDs*
 - **Reset NetID:** Go to msunonline.org – click *Forgot Password*
 - Enter last name, Banner ID and MyInfo PIN – click *Sign In*
 - Setup a new password that includes: a letter, a number, and a special character