



A Guide to Accessing your Student Accounts



Step 1

Obtain your Easylogin Username & Create a Password

Upon acceptance to the college or registration for classes, an email from the Community College System of NH (CCSNH) will be sent to your personal email account(s). The email contains your Easylogin username and CCSNH student email address. Promptly follow the instructions in the email to create a password and activate your Easylogin account. **If you do NOT receive the CCSNH email, please contact the NHTI Helpdesk at nhtihelpdesk@ccsnh.edu**

EasyLogin username: _____

EasyLogin password: _____

Do not share your technology privileges with others. See the CCSNH System Policy for Acceptable Technology Use :

<https://www.ccsnh.edu/wp-content/uploads/2019/09/Acceptable-Use-Policy-UPDATED-FEB-2018.pdf>

Your *Easylogin* username & password is required to access *Navigate*, *SIS*, *Canvas*, and *Student Email*.

These accounts are accessible from:

<http://www.ccsnh.edu/online-resources/>

Step 2

Access your Accounts

Navigate

Navigate is the application that shows you all the important things you need to do in one easy-to-view path. It also helps you pick a major, build a best-fit course schedule, register for classes, find resources on campus, and communicate with your advisor.

Student Information System

View your class schedule, student account and financial aid information, mid-semester and final grades, transfer credits, and degree audit. Online payment is also available in the SIS. Direct Link <http://sis.ccsnh.edu>



Student Email

Your college email account is the official means of all communication between you and the college. Be sure to check this email daily!

Direct Link <http://o365.students.ccsnh.edu>

Your **Email Address** is your *Easylogin* username followed @students.ccsnh.edu

Example: jdoe123@students.ccsnh.edu



Canvas

Canvas is the online teaching and learning software used at NHTI. It's where you will go for lessons, assignments, and content. It's where you'll interact with your instructors and classmates, submit work, take quizzes, and track your class performance. Direct Link (<http://canvas.ccsnh.edu>)

Note: Access your Canvas account **no sooner than 6 weeks** prior to the start of class. Courses will not display in Canvas until your instructor makes them viewable to the class.

NHTI Print System

Each semester NHTI students are allowed 350 pages of free printing in campus computer labs. Additional pages may be purchased at the Bursar's Office. Any balance at the end of the semester is NOT refundable or transferable to subsequent semester. Enter your *Easylogin* username and password when prompted.

QUESTIONS?

Call NHTI's Helpdesk: (603) 230-4063, Monday—Friday (8:00 am—4:30 pm)

Email: nhtihelpdesk@ccsnh.edu