

# New Mexico State University

## Logging into myNMSU

**myNMSU**

Through *myNMSU*, students, faculty, and staff can access registration, grades, Banner Self Service email, time and leave reporting, online learning, phonebook, and much more.

Login

**Login:**

**Password:**

**LOGIN**

**Forgot Username?**

**Forgot Password?**

**New User?**  
**Create an account**

**NEED ASSISTANCE?**

Contact the ICT Help Desk by phone at (575) 646-1840 or via email at [help@nmsu.edu](mailto:help@nmsu.edu).

**NMSU's United Way campaign under way**

New Mexico State University's 2013 United Way campaign is now under way. The United Way of Southwest New Mexico is the primary resource for giving, volunteering and advocating for our community, and works to provide the most effective venue for consolidating our collective resources. NMSU has participated in United Way for more than 50 years. Please help us continue NMSU's long tradition of support.

You can donate by visiting <http://dept-wp.nmsu.edu/unitedway/>

**Registration and Schedule Information**

To improve sustainability, starting spring 2012 NMSU will no longer print a paper version of the Course Schedule. Learn more: [Registration and Schedule Information](#).

**Useful Links and Contact Information**

**Banner and Cognos and NMSU**  
Banner (INB) and ERP Systems  
Cognos Reporting  
Banner Information Lookup

**Frequently Requested Help**  
Password Resets  
Email: Settings, Devices and Troubleshooting  
Connecting your Device to the NMSU Network

INB Password Resets and account Unlock --- call 575-646-4433

PC Maintenance  
For Staff  
For Students

Academic Calendar  
ICT Help Desk  
Information about myNMSU and Email

Virus - Software, Removal and Information  
Student Network Information

### myNMSU Account Activation

1. Access <https://my.nmsu.edu/>.
2. Select **New User? Create an account**
3. Enter your **Social Security** number or **NMSU Aggie ID** Number and birth date.
4. Click **Submit**.
5. Please read instructions before clicking the **Accept** button.
6. Choose your **NMSU Username**.
7. Click **Continue**.
8. Enter the information for the **Secret Question**.
9. Enter the secret answer and confirm your answer by retyping it in the next field.
10. Click **Continue**.
11. Enter your six digit **PIN** number and confirm by retyping the same number in the next field. You will need to create a PIN number to create an account. Your PIN is different than your Aggie ID. Your Aggie ID is 9 digits, i.e. 800XXXXXX and your PIN is 6 digits and is created by you. It is recommended to use your birthdate to set your PIN. To reset your PIN, access: <https://myaccount.nmsu.edu/maintenance/pin/>
12. Click **Submit**.
13. Click the **Activate myNMSU Account** button to complete the process.

### Logging into myNMSU

1. Go to <https://my.nmsu.edu>
2. Enter your **NMSU Username** and **Password**.
3. Click **Login**.

### Forgot NMSU Password

1. Click the [Forgot password?](#) link.
2. Type in your username then click **OK**.
3. Security questions will appear. Answer the questions then click **OK**.
4. **Reset Password** instructions screen will appear. Enter a new password then verify your new password. Click **OK**.

### Forwarding your E-mail: (NMSU is required to send correspondence to your NMSU email account)

1. Log in to myNMSU.
2. Click the e-mail icon.
3. Click the gear icon.
4. Click **Options**
5. Click **Forward your email**.
6. In the forwarding email address field, type the email address you would like your NMSU email to be forwarded to.
7. Click the **Start Forwarding** button.



Student Information Management  
Educational Services Bldg. Room 3  
(575)646-PETE (7383)  
[ss\\_requests@nmsu.edu](mailto:ss_requests@nmsu.edu)  
<http://sim.nmsu.edu/>