



Setting up your email account and password



Need some help?
email us at itsupport@stbrn.ac.uk

It is important you set up your college username and password as all IT services require your network credentials to access them. Please note that whilst accessing any of these services, you must still comply with the College's Acceptable Use and GDPR policies.



Username

Your student number can be found in College correspondence to you

It will be 6 numbers long and starts with a '2'

For example
234567@student.stbrn.ac.uk



Password

Initials of your name in capitals plus your date of birth (DDMMYYYY)

For example
Samuel Albert Miller born on 15/06/1999 would be: SM15061999

Double barrelled surnames like Richard Cheese-Foster born on 01/01/1994 would be: RC01011994



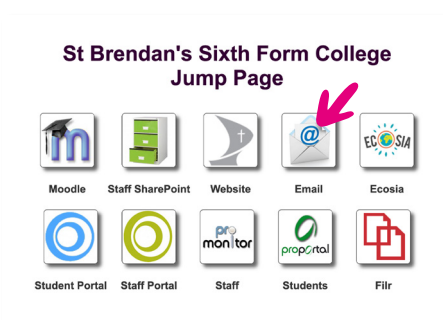
Your 'initial & date of birth password' will expire at the end of May, so make sure you use our password reset platform to change it.



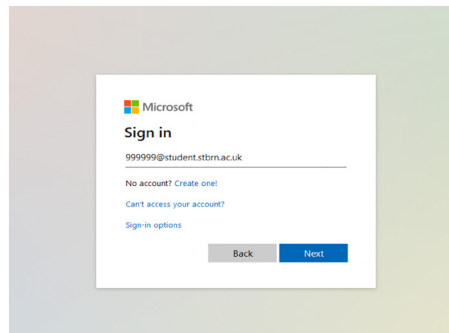
You can reset your password by clicking [here](#), providing you have submitted a valid mobile number to the College. Your username is your student number example - 234567

Accessing College Emails

Download the Microsoft Outlook app on your phone and log in **OR** follow the below instructions

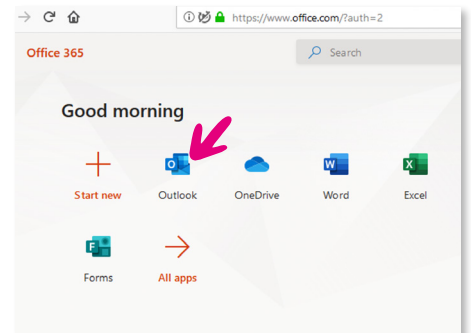


Go to <http://jumpage.stbrn.ac.uk/> and click on the Email icon



This will take you to an Office365 login page. Please enter St. Brendan's email address as below, then click next

Your email address will be:
[Student Enrolment Number]
@student.stbrn.ac.uk



You will then be at your Office365 home screen

Please click on the Outlook icon and this will take you to your College emails

These web applications are supported on all current major browsers, when issues do occur; we fully recommend you clear your browser history, cached credentials prior to accessing these sites.