

How to Check Your Student Email

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1. Go to the Vol State webpage (www.volstate.edu) and click on the “My Volstate” shortcut at the top of the screen.

MyVOL STATE

SECURE ACCESS LOGIN

Username:

Password:

LOGIN CANCEL

[Change or activate your password](#)

2. First-time users must activate/create a password to be able to log into your account. (If you are not a first time user, **login** and turn page over to skip to step 7.)

PASSWORD RESET INSTRUCTIONS

You will be asked for information to verify your identity. If verified, your username will be displayed and you will be asked to create a new password.

Below are guidelines for passwords.

There is a time limit, so please have a password in mind before pressing Continue below.

- Passwords must be at least 8 characters in length and include the following:
 - At least 1 uppercase letter
 - At least 1 lowercase letter
 - At least 1 number
 - The only symbols allowed are !*+./:? and they are optional.
- Passwords MUST NOT contain your last name, VNumber, or user name.

Continue Cancel

3. Read the Instructions and click “Continue”.

MyVOL STATE

IDENTITY CHECK

Please enter the following information to identify yourself.

All fields are required.

First Name

Last Name

VNumber

Birth Date

Verify Cancel

4. Enter the required Identity Check information. Click “Verify” to continue.

MyVOL STATE

SECURE ACCESS LOGIN

Username:

Password:

LOGIN CANCEL

[Change or activate your password](#)

USER NAME: AStudent123

- Please enter your new password in both fields below.
- Passwords must be at least 8 characters in length and include the following:
 - At least 1 uppercase letter
 - At least 1 lowercase letter
 - At least 1 number
 - The only symbols allowed are !*+./:? and they are optional.
- Passwords MUST NOT contain your last name, VNumber, or user name.
- All fields are required.

New Password

Confirm New Password

Change Password Cancel

5. Your username is listed at the top of the screen. Be sure to include the required criteria to create your new password and click “Change Password.”

MyVOL STATE

SECURE ACCESS LOGIN

Username:

Password:

LOGIN CANCEL

[Change or activate your password](#)

6. Return the login page and enter your username and password. Click “Login”.

Flip page over to continue...

7. (1.) Go to the “**Academics**” tab and then (2.) click on the “**Student Gmail**” link.

Sign in to continue to Gmail

8. Add **@volstate.edu** to your My Vol State username and you now have your student email.
(example: astudent123@volstate.edu)
Your password is the same as your My Vol State password.

Did you know??



You can sync your student email with your smart phone or tablet!

Never worry about missing an important email by having it forwarded to your device.

