

# Access Student Email

## Overview

These are instructions to access your student email. Your account will be created for you, and you do not need to create a student email account.

## Getting Started

- Go to [Student Email](#) or to [www.mclennan.edu](http://www.mclennan.edu) > I am a > Current Student. Click on **Student Email**. You can also log into gmail.com with your student email address.
- Your login username will be your email address: the first initials of your first name and last name, your 7-digit MCC ID number followed by @students.mclennan.edu.
- You will use the password you created for MyMCC or Brightspace.

## Access to Email

- Your email account is created after you apply to MCC and is accessible within 24 hours or by the next business day.
- Your Student Email account will be created within 2 hours of receiving your Acceptance Letter from McLennan Community College.
  - Trying to log into your Student Email within 2 hours of receiving your Acceptance Letter may result in your receiving an error that your account does not exist. Please wait and your account will be created shortly.
- McLennan Community College Student email accounts are active up to 24-months after your last MCC class.
  - After the 24-month period, the account, and all information in the account, will be purged/removed.

## Benefits and Features

- customizable start page
- 15 gigabytes of space
- spreadsheet program
- presentation program
- MS Word compatible document editor
- Google chat

# Resources

Need to reset your password?- [Forgot Password](#).

## Policy

Your official McLennan Community College email account is provided through Google. All students, staff, and faculty will use their official college email addresses when conducting college business as per [MCC's Official Email Communication Policy](#).

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