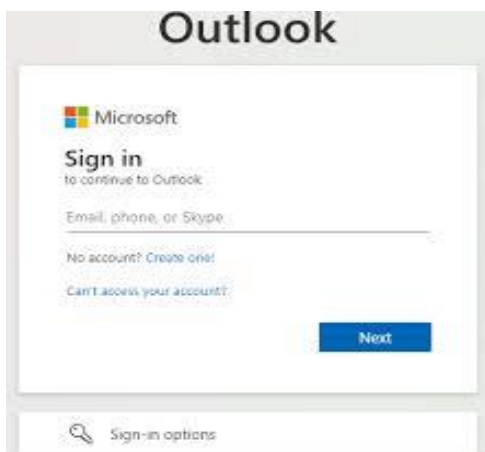


# Student Access and Student Email

## Student Email on Outlook:

- Go to <http://email.urbancollege.edu>
- Enter your **Urban College Email**, click "next", enter your **temporary password** that was sent to your personal Email, then click "next".



- Enter the temporary password under "**Current Password**" and enter your new password under "**New Password**".
- Click "**Sign in**"

### Update your password

You need to update your password because this is the first time you are signing in, or because your password has expired.

..... CURRENT PASSWORD

---

We've seen that password too many times before. Choose something harder to guess. [View details](#)

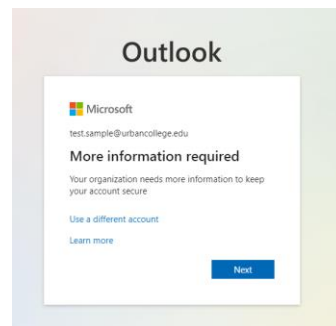
..... NEW PASSWORD

---

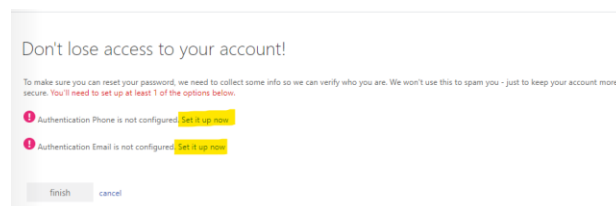
.....

Sign in

- Click "**next**".



- You will need to enter an authentication option, personal email or phone. Click on "**set it up now**" to add the authentication that you want.



- If you enter your personal email or phone number, then click "email me" or "text me".
- A code will be sent to your personal email or by text to you. Enter the code then click "**verify**". Then click "**back**".

### Don't lose access to your account!

Please verify your authentication email address below. Don't use your primary work or school email.

Authentication Email  
[redacted]@gmail.com

email me

We've sent an email message containing a verification code to your inbox.

946892 verify try again

back

- You will see a green check mark. Click "**Finish**".

### Don't lose access to your account!

Thanks! We'll use the info below to recover your account if you forget your password. Click "finish" to close this page.

Authentication Phone is not configured. Set it up now

Authentication Email is set to [redacted]@gmail.com. Change

finish cancel

If you need assistance or forgot your login information, please email: [helpdesk@urbancollege.edu](mailto:helpdesk@urbancollege.edu) or [Timesha.Scott@urbancollege.edu](mailto:Timesha.Scott@urbancollege.edu)

# Student Access and Student Email

## Student Portal on SONIS:

- Go to <https://portal.urbancollege.edu/>
- Click on "LOGIN", select "STUDENT" on the dropdown
- You can log in by using your student ID and PIN. **You will be prompted to change your PIN upon log-in.**
- Or you can log in by clicking "sign in with Microsoft" and entering your UCB student email and password (if already logged in, the student portal will open).

Urban College of Boston

LOGIN ▾

LOGIN : STUDENT

\* ID

\* PIN

\* Required

LOGIN

You may also login using...

Log in with Microsoft

[Forgot your PIN and/or ID?](#)

- You will be asked to set a new PIN once you login, make sure it has 16-128 characters, including at **least 1 uppercase letter, 1 lowercase letter, 1 special character, 1 number.**

## Student

DECEMBER 26, 2022

For assistance with a password reset, please contact [helpdesk@urbancollege.edu](mailto:helpdesk@urbancollege.edu).

Pin must be between 16 and 128 characters and must include at least:  
1 special character 1 number 1 uppercase letter 1 lowercase letter  
List of forbidden phrases: PASSWORD

New PIN

Confirm PIN

CHANGE YOUR PIN

Portal Page Note :  
For assistance, please contact [enrollment@urbancollege.edu](mailto:enrollment@urbancollege.edu).

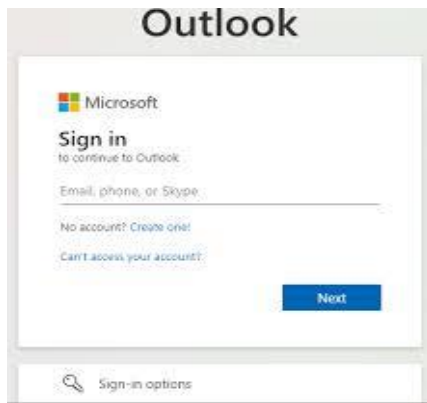


If you need assistance or forgot your login information, please email: [helpdesk@urbancollege.edu](mailto:helpdesk@urbancollege.edu) or [Timesha.Scott@urbancollege.edu](mailto:Timesha.Scott@urbancollege.edu)

# Acceso al Estudiante y Correo Electrónico del Estudiante

## Correo electrónico estudiantil en Outlook:

- Visite <http://email.urbancollege.edu> para tener acceso al correo estudiantil de Urban College.
- Ingrese el **correo de Urban College**, y haga clic "next", después ingrese su **contraseña temporaria** que fue enviada a su correo electrónico personal. Ingrese su contraseña y haga clic a "next"



- Escriba la contraseña temporaria donde dice "Current Password" y después escriba una nueva contraseña donde dice enter "New Password".
- Haga clic a "Sign in"

### Update your password

You need to update your password because this is the first time you are signing in, or because your password has expired.

.....  CURRENT PASSWORD

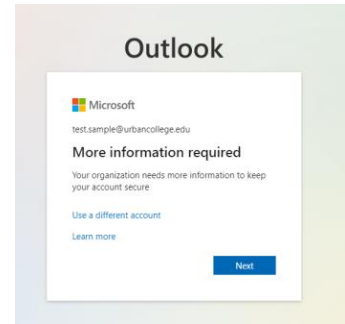
We've seen that password too many times before. Choose something harder to guess. [View details](#)

.....  NEW PASSWORD

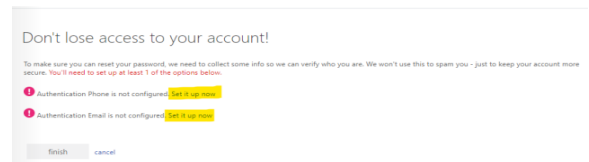
.....

Sign in

- Clic "next".



- Deberá ingresar una opción de autenticación, correo electrónico personal o teléfono. Haga clic en "**set it up now**" para agregar la autenticación que desee.



- Si introduce su correo electrónico personal o su número de teléfono, haga clic en 'Enviarme un correo electrónico o enviarme un mensaje de texto'.
- Se le enviará Un código a su correo electrónico personal o por texto. Introduzca el código y, a continuación, haga clic en "verify". A continuación, haga clic en "back".

### Don't lose access to your account!

Please verify your authentication email address below. Don't use your primary work or school email.

Authentication Email

.....@gmail.com

email me

We've sent an email message containing a verification code to your inbox.

946892

verify

try again

back

- Verá su marca de verificación verde. Haga clic en "**Finish**".

### Don't lose access to your account!

Thanks! We'll use the info below to recover your account if you forget your password. Click "finish" to close this page.

Authentication Phone is not configured. Set it up now

Authentication Email is set to .....@gmail.com. Change

finish

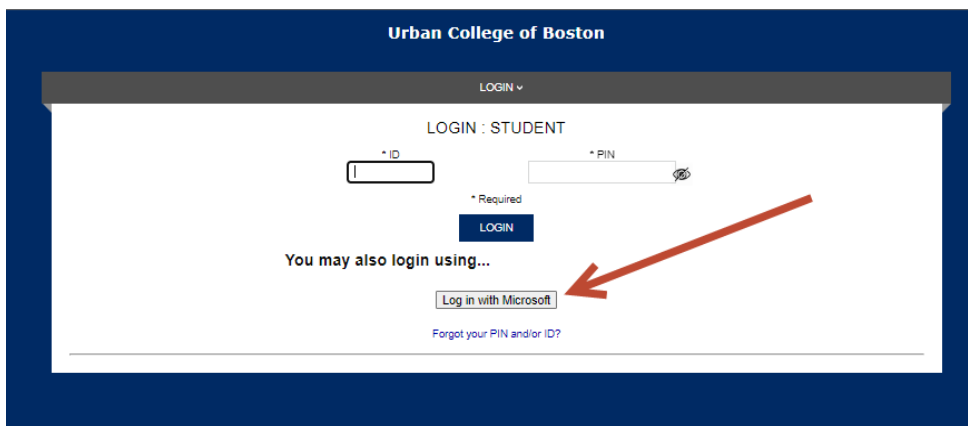
cancel

Si necesita ayuda o se le olvido la información para tener acceso, comuníquese con: [helpdesk@urbancollege.edu](mailto:helpdesk@urbancollege.edu) o [Timesha.Scott@urbancollege.edu](mailto:Timesha.Scott@urbancollege.edu)

# Acceso al Estudiante y Correo Electrónico del Estudiante

## Portal del estudiante en SONIS:

- Visite <https://portal.urbancollege.edu/>
- Haga clic en "LOGIN", seleccione "STUDENT" en el desplegable
- Puede iniciar la sesión utilizando su ID de estudiante y PIN. Se le pedirá que cambie su PIN al iniciar la sesión.
- O puede iniciar la sesión haciendo clic en "Iniciar sesión con Microsoft" e ingresando su correo electrónico y contraseña para estudiantes de UCB (si ya ha iniciado la sesión, se abrirá el portal para estudiantes).



- Se le pedirá que establezca un nuevo PIN una vez que inicie la sesión, asegúrese de que tenga un mínimo de 16- 128 caracteres, incluyendo **al menos 1 letra mayúscula, 1 letra minúscula, 1 carácter especial, 1 número.**

## Student

DECEMBER 26, 2022

For assistance with a password reset, please contact [helpdesk@urbancollege.edu](mailto:helpdesk@urbancollege.edu).

Pin must be between 16 and 128 characters and must include at least:  
1 special character 1 number 1 uppercase letter 1 lowercase letter  
List of forbidden phrases: PASSWORD

New PIN	Confirm PIN
<input type="password"/>	<input type="password"/>

CHANGE YOUR PIN

Portal Page Note :  
For assistance, please contact [enrollment@urbancollege.edu](mailto:enrollment@urbancollege.edu).



Si necesita ayuda o se le olvidó la información para tener acceso, comuníquese con:  
[helpdesk@urbancollege.edu](mailto:helpdesk@urbancollege.edu) o [Timesha.Scott@urbancollege.edu](mailto:Timesha.Scott@urbancollege.edu)

# 學生訪問和學生電子郵件

SONIS 上的學生門戶網站：

- 去 <https://portal.urbancollege.edu/>
- 點擊“登錄”，在下拉菜單中選擇“學生”
- 您可以使用您的學生ID和PIN登錄。系統將提示您在登錄時更改PIN。
- 或者您可以通過單擊“使用 Microsoft 登錄”並輸入您的 UCB 學生電子郵件和密碼來登錄（如果已經登錄，學生門戶將打開）。

Urban College of Boston

LOGIN ▾

LOGIN : STUDENT

\* ID

\* PIN

\* Required

LOGIN

You may also login using...

Log in with Microsoft

[Forgot your PIN and/or ID?](#)

- 登錄後，系統會要求您設置新的PIN碼，請確保它有16-128個字符，包括至少1個大寫字母、1個小寫字母、1個特殊字符和1個數字。

## Student

DECEMBER 26, 2022

For assistance with a password reset, please contact [helpdesk@urbancollege.edu](mailto:helpdesk@urbancollege.edu).

Pin must be between 16 and 128 characters and must include at least:  
1 special character 1 number 1 uppercase letter 1 lowercase letter  
List of forbidden phrases: PASSWORD

New PIN

Confirm PIN

CHANGE YOUR PIN

Portal Page Note :  
For assistance, please contact [enrollment@urbancollege.edu](mailto:enrollment@urbancollege.edu).

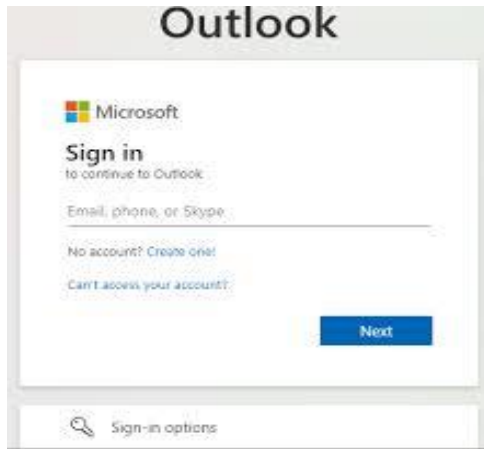


如果您需要幫助或忘記了您的登錄信息，請發送電子郵件至：  
[helpdesk@urbancollege.edu](mailto:helpdesk@urbancollege.edu) 或 [Timesha.Scott@urbancollege.edu](mailto:Timesha.Scott@urbancollege.edu)

# 學生訪問和學生電子郵件

## Outlook 上的學生電子郵件：

- 去 <http://email.urbancollege.edu>
- 輸入您的 Urban College Email，點擊“next”，輸入發送到您個人郵箱的臨時密碼，然後點擊“next”。



- 在“當前密碼”下輸入臨時密碼，在“新密碼”下輸入新密碼。
- 點擊“登錄”

### Update your password

You need to update your password because this is the first time you are signing in, or because your password has expired.

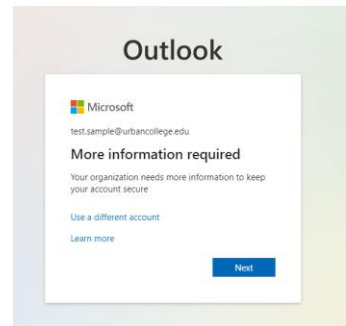
.....  CURRENT PASSWORD

We've seen that password too many times before. Choose something harder to guess. [View details](#)

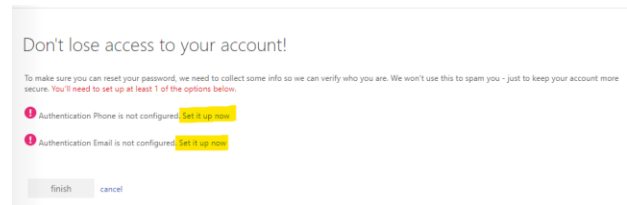
.....  NEW PASSWORD

.....

- 點擊“下一步”。



- 您將需要輸入身份驗證選項、個人電子郵件或電話。單擊“立即設置”以添加所需的身份驗證。



- 如果您輸入個人電子郵件或電話號碼，請單擊“給我發電子郵件”或“發短信給我”。
- 代碼將發送到您的個人電子郵件或通過短信發送給您。輸入代碼，然後單擊“驗證”。然後點擊“返回”。

### Don't lose access to your account!

Please verify your authentication email address below. Don't use your primary work or school email.

Authentication Email

.....@gmail.com

We've sent an email message containing a verification code to your inbox.

946892

- 您將看到一個綠色複選標記。單擊“完成”。

### Don't lose access to your account!

Thanks! We'll use the info below to recover your account if you forget your password. Click "finish" to close this page.

Authentication Phone is not configured. Set it up now

Authentication Email is set to .....@gmail.com. Change

如果您需要幫助或忘記了您的登錄信息，請發送電子郵件至：  
[helpdesk@urbancollege.edu](mailto:helpdesk@urbancollege.edu) 或 [Timesha.Scott@urbancollege.edu](mailto:Timesha.Scott@urbancollege.edu)