

Find Out My Account Name (Username) and Password

eCollege, Email, Library Database, My Siena Accounts

Student Username: Logon name

Your username is *usually* the first initial of your first name followed by the first seven letters of your last name. Since every username is unique, it may also have a number at the end of it. Because of this, it is always better to confirm your username rather than trying to guess it.

If you are not certain what your username is, contact the Computer Services Helpdesk at (517) 264-7655. You will be asked to confirm your identity by answering a few questions.

Note for New Students: Your username and password will be given to you by the Admissions Office, or by your site director, shortly after you are accepted.

Student Password: Student ID

By default your password is your University ID number. If your ID number has less than six digits, your initial password will be left-padded with zeros (e.g. if your ID were 4 your password would be 000004).

If your password has expired, or if this is the first time that you have logged into My Siena, you may be prompted to change your password before you can continue. Your new password must be at least 6 characters long and must be different from your previous password.

Special Note for Faculty: As of summer 2009, the distinct Faculty Online Registration password is **no longer** in use. Please use the same password that you use to access [Webmail](#) to access My Siena.

If you have forgotten your password, please contact the Computer Services Help Desk (517-264-7655). *The Registrar's Office can no longer reset passwords.*

Students Who Attend the Lansing Community College Site

In order to use any of the LCC University Computer Center computers or to receive discounted parking and the LCC id/debit card, students must have an LCC account.

Student Username: **XXLLLLLLLL**

XX = S9

LLLLLLLL = SHU account name (1-8 characters)

Student Password: **XXLLLLLLLLMMDDYYYY** where:

XX = S9

LLLLLLLL = SHU account name (1-8 characters)

MM = Month of birth

DD = Day of birth

YYYY = Year of birth

In the event of a blank birth date the student must use the **LCC account name** instead.

If after trying the above and you still experience issues with your account, please call the Computer Services Help Desk (517-264-7655).