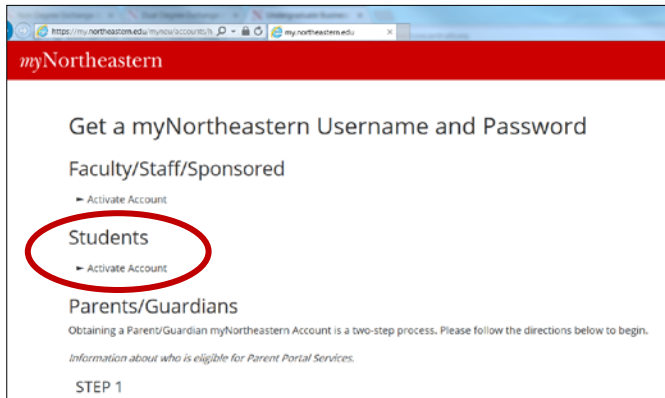


How to Activate your myNortheastern Account

Go to <https://my.northeastern.edu/> and click **“Request Access”**



Click on **“Activate Account”** under the **“Students”** heading.

Then read and accept the Terms if Use

Enter the information as requested.

Last 4 Digits of your Social Security Number: here you will put the last 4 digits of your **PKID#** which you will have received via e-mail from NU's program Director.

Your date of birth: be sure to put the MONTH then DAY then YEAR (all as 2 digit numbers)

5 Digit ZIP code of your permanent address: type in 02115 (this is NU's ZIP code and the default for all international students) if this does not work, try the postal code of your permanent home address.

Your Last Name: if you have spaces in your name or special characters and you get an error message, try typing in your name with the space/character omitted. (e.g. van Meyer as: vanmeyer or O'Flannagan as: oflannagan or Föll as Foll).

A screenshot of the 'Account Self Registration' page on the myNortheastern website. The page has a red header with the myNortheastern logo. The main heading is 'Account Self Registration' followed by 'Account Activation'. Below this, there is a section titled 'The following information will be used to verify your identity:'. This section contains several input fields: 'Last 4 Digits of your Social Security Number (or your International ID):', 'Your date of birth in format (mmddyy):', '5 Digit ZIP code of your permanent address:', 'Your last name:', 'Desired myNortheastern Password:', and 'Confirm myNortheastern Password:'. There is also a paragraph of text explaining that the password will be used for NU services and must be at least 6 characters long.

You will then be asked to create a password and a challenge question.

Once you submit, the next screen will tell you your e-mail address and username for the myNortheastern system. After completing all the information on the **“Account Activation”** page your myNortheastern account will be ready for use.