

Instruction: NetID and Password

To log on to MyCTState (my.ctstate.edu) or a campus computer, you'll need your NetID and Password.

NetID

Your NetID is composed of the following two items:

1. Your first name and last name.
2. Domain: @ctstate.edu
3. firstname.lastname@ctstate.edu

Jenny Brown's NetID would be: jenny.brown@ctstate.edu

You can look up your NetID at <https://supportcenter.ct.edu/netid/lookupnetid.asp>

NetID Password

If you have logged on to MyCTState or have logged on to a campus computer at other CT community colleges, use the same password. Otherwise, create a password online. At my.ctstate.edu, enter your NetID and click on Next. On the password page, click "Forgot My Password". Enter the characters shown on the page and click on Next. Choose a way to receive a verification code: email, text, or phone call. Depending on your course, you will either go to your email or phone to get the verification code. Enter the verification code and click on Next. You will be asked to create a new password -enter the password twice.

New Password

The following requirements must be followed when selecting a password.

- At least eight characters in length
- Must contain characters **from three of the four** categories:
- Uppercase characters (A through Z)
- Lowercase characters (a through z)
- Numeric digits (0 through 9)
- Special characters (for example, !, \$, #, %)

Your new password cannot contain all or part of your name, birthday, social security # and it must differ from previous passwords. Example: Coldwinter2024

NetID Does Not Work

For **students, faculty, or staff**, you may go to this site to locate your NetID.
<https://supportcenter.ct.edu/netid/lookupnetid.asp>

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Reset Password

Use the Web Password Reset Utility at <https://passwordreset.microsoftonline.com> –
Username is your NetID: firstname.lastname@ctstate.edu

If the above site does not work, contact IT service:
Room 304, Wheaton, Middletown Campus, (860) 343 – 5711

or 24/7 Technology Support Center
860-723-0221, Web: <https://ccsu.edusupportcenter.com>

For other questions regarding your online courses or Blackboard, contact Distance Learning
Room 701B/C, Chapman Hall, Middletown Campus, (860) 343 – 5756

For questions about Banner Self-Service, Contact Records Office
Room 153, Founders Hall, Middletown Campus, (860) 343 - 5724