



ALVIN COMMUNITY COLLEGE
www.AlvinCollege.edu



How do I set up my student email on my Apple device?

Follow these steps to set up your student email on your Apple device.

- Select **Settings**
- Select **Mail, Contacts, Calendars**
- Select **Add Account**
- Select **Exchange**
- Enter your **Email address, password,** and a short **Description** for your email
- Select **Next**
- You may need to enter the following information
 - **Server** – outlook.office365.com
 - **Domain** – leave this field blank
 - **Username** – Enter your full email address
(yourACCessID@student.alvincollege.edu)
- Select **Next**
- Select **Save**

Cancel Next

Email YourACCessID@student.alvincollege.edu

Server outlook.office365.com

Domain Optional

Username YourACCessID@student.alvincollege.edu

Password ●●●●●●●●

Description Office 365

Need a Hand? Visit the Campus Technology Page of the ACC Website to get your ACCess ID, student email address, and more! Or, visit the Cyber Lab IT Service Desk, A-173 – 281-756-3544.