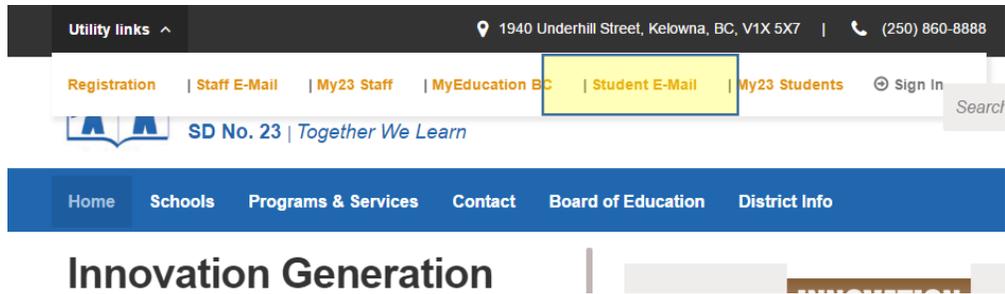


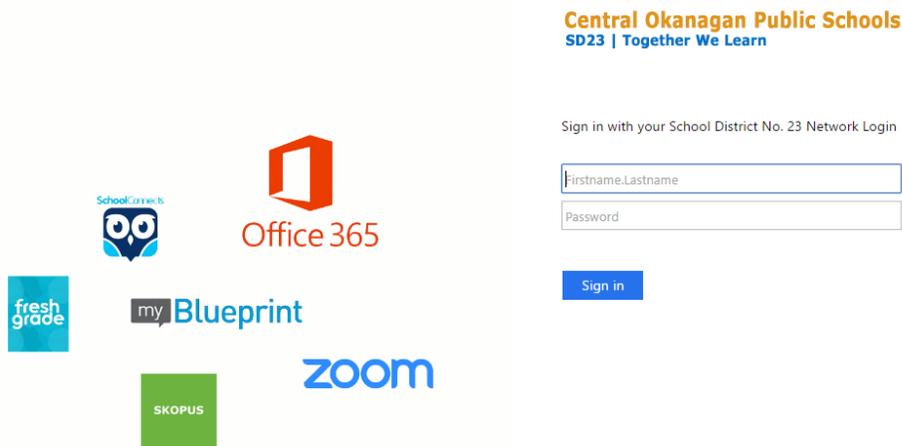
# Accessing District Microsoft 365 Student Email

All SD23 students have an active District Microsoft 365 Email account to use for educational purposes. This email account is subject to all District Acceptable Use and Network Agreement policies.

The easiest way to access this account is from **any school district website**. By selecting the **utility links** tab located at the top of the page, the drop down menu will provide the option to access **student email**.



Once the student email option is selected in the drop down menu, it will take you to the **SD23 Microsoft 365 login page**.



All student email accounts have the same format. A student email address has the same format as the network login that a student would use to login into a school laptop.

**Student Email Address:** [firstname.lastname@sd23.bc.ca](mailto:firstname.lastname@sd23.bc.ca)

This is not always the case for students with longer last names, or hyphenated last names. In these cases, some of the characters may be cut-off on the end.

**Password:** The password should be the same password that they use to login to the network.

**Password Resets:** If students do not remember their password, teachers can reset student network passwords using the TLC Teacher Tools installed on their laptop.