STOP! If you are a new EMCC student, you **HAVE TO** create your password first. You will not be able to access your EMCC email or the LEO system until you create your password. Get help if you need it. Contact John Dillon, jdillon@eastms.edu, 662.243.1939.

Your seven-digit Student ID number is not, and cannot be, your password for email or Leo. It can only be used to log on to computers on campus or the password reset utility the FIRST time. You must create a new password before you can access your account. Get help if you need it. Contact John Dillon, jdillon@eastms.edu, 662.243.1939.

On campus, you will automatically be prompted to change your password when you log in to a computer for the first time. Off campus, go to [http://student.eastms.edu](http://student.eastms.edu) and click “Reset Password” on the right to be taken to the password reset utility. Get help if you need it. Contact John Dillon, jdillon@eastms.edu, 662.243.1939.

Logging In

1) Go to [https://leo.eastms.edu](https://leo.eastms.edu). If you’re off campus you’ll get a login page like this:

2) Login using your full email address, (username@lions.eastms.edu), and your current password.

Note: You have to have created your EMCC password first. Go to [http://student.eastms.edu](http://student.eastms.edu) and click on the “Reset Password” link in the right column.
Once logged in you will see a screen similar to the image above. While there you can find more detailed help.

Features on Leo:

- Ability to check grades
- Email your advisor(s)
- View your unofficial transcript
- See your schedule
- Search for classes to help plan for your upcoming semester

Please continue reading for new information about accessing your EMCC email through LEO.
EMCC has recently instituted a “Single Sign On” solution for Leo and email. Clicking on the email or Leo links from the EMCC web site will now take you to the same location – the Leo log on page, https://leo.eastms.edu.

Enter your EMCC email address and password. To Log on to Leo.
Click the link at the top of the middle column that informs you of how many unread message you have or click the Student Email link in the right column to be taken to your email account without the necessity to log in again.

If this is the first time you have ever accessed your EMCC email you will be asked to select your preferred language and time zone before you will be shown your email. This is a one-time requirement.

Get help if you need it. Contact John Dillon, jdillon@eastms.edu, (662) 243-1939.