



As you prepare to begin your academic program here at LaGuardia, I am very pleased to inform you that your college email address has been activated. **LIVE@LaGuardia** offers the following exciting features:

- **5 GB of Space**
- **24/7 Reliability**
- **Share Calendars and Files with your classmates**
- **Lifetime Account**
- **Optional Mobile Access**
- **Chat with your friends**
- **Spam and Virus Protection.**

Use LIVE@LaGuardia as your lifeline to success at LaGuardia. We will be sending important messages to you, such as: *Calendar Reminders, Student Club events, FREE Leadership Development, Study Skills & Personal Enrichment Workshops, Registration & Tuition Payment Deadlines, Health Center Services Offerings, Advisement & Counseling Events, Scholarship and Job Opportunities, and other important information.*

Checking your LIVE@LaGuardia email account will save you time – there will be no need to call or visit offices. The information is available anytime you log on:

1. **Go to LaGuardia's homepage www.laguardia.edu**
2. **Click on Student Email (bottom right corner of screen)**
3. **Click on blue LIVE@ LaGuardia bar**
4. **Enter your full LIVE email address from the CUNY Portal**
5. **Enter your Password – Date of birth (YYMMDD) immediately followed by the last 4-digits of your social security number or CUNY-issued 9-digit ID number.**

If you cannot access your LIVE account by following these instructions, email MailHelp@lagcc.cuny.edu and your password will be reset to the original. Be sure to include your LIVE email address/username and your name in the email.