Student Microsoft Live E-Mail

All students enrolled in classes now have a *Microsoft Live E-Mail*. Please read carefully the following steps in order to access your new Microsoft Live Mail account.

Step 1 - New Students - Determine your username and T-number.
(returning students can move to step 2)

Go to the website http://myTSU.tnstate.edu to lookup your username and T-number.
The password for your Windows login is first set to T(first five numbers of your T number) tsu.
Example: T00123tsu

The password for your myTSU account is your six digit birth date in MMDDYY order. Example: birthdate February 12, 1968 would be 021268.

Step 2 - New and Returning Students – You MUST reset your Windows password

The Windows Live e-mail account will become accessible after you reset your Windows password. To reset your password on campus, you should login to your Windows account in a computer lab, then hit Ctrl-Alt-Del (simultaneously) to get to access to **"Change Password"** .

If you are off campus, you can reset your password at: https://7of9.tnstate.edu
Follow the prompts to reset the password.

The Windows password will also be your Windows Live e-mail account password.

Step 3 - Login into Window Live mail

First, login to myTSU: http://mytsu.tnstate.edu. Choose the E-Mail tab, then choose Student e-mail – Microsoft Live.

Your Windows Live e-mail username and address is: username@my.tnstate.edu. (example: a user with the username jsmith would use: jsmith@my.tnstate.edu).

Again, use your use the Windows password that was set in Step 2 as the password for your Window Live mail account.

If you have any issues, contact the Help Desk at 963-7777 or helpdesk@tnstate.edu.