RCSD STUDENT E-MAIL – SETUP AND ACCESS

Students, Please follow the steps below to access your RCSD e-mail.

1. Click on Internet Explorer icon



- 2. Click in the URL box at the top of the screen
- 3. Type in: <u>http://mail.stu.rcsdk12.org/</u> in the box, you will get the following screen

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Nochester City School District Student Webmail P	🖞 🕶 🗋 🔹	🖃 🖶 🔻 Page 🔻 Safety 🕶 Tools 👻 😥 💌
CITY STORE	Rochester City School District Every child is a work of art. Create a masterpiece.	
	LOG IN WITH YOUR FULL STUDENT EMAIL ADDRESS	
	Student Email	
4. Click on the Student Email wh	nich will link vou to the sign-in page:	
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5. Before you sign-in, go ahead a	and press the Favorites Button then Add to Fav	orites
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🐅 Add to Favorites 🔻	Name: RCSD Student Email
Then add it as Name: RCSD Student Email	Create in: 🙀 Favorites 🔹 🗸
	Add Cancel

- 7. Now you can sign as follows:
 - Type your **StudentID**@stu.rcsdk12.org as your **User Name**
 - Your **Password** is the same as you use to login to the computer
 - Press Sign In

6.

