

# New Mexico State University Alamogordo

## How to Set Up Your MyNMSU & CANVAS Account

### MyNMSU is your student account which includes:

- Email (official communication with the university)
- Student Records
- Financial Aid
- Student Billing Statement

### CANVAS is the learning platform:

- Classes
- Communication with instructors and fellow students

NOTE: MyNMSU and CANVAS have DIFFERENT functions. Students should check BOTH emails regularly.

- 1) Go to the NMSU-A homepage [nmsua.edu](http://nmsua.edu)
- 2) Click on the **myNMSU** link on the top right of the page
- 3) On the myNMSU login page, click on **FIRST TIME USER**
- 4) Type in you Aggie ID number (or social security number) and date of birth, click **SUBMIT**

(Aggie ID is your student number: 800-XXX-XXX)

- 5) Read the terms and conditions before clicking **ACCEPT**
- 6) Choose your **username**

NOTE (this is your student email [username@nmsu.edu](mailto:username@nmsu.edu))

- 7) Create a **passphrase** (must be at least 17 characters - read the screen instructions carefully)

2 LINKS:

- 8) **EMERGENCY NOTIFICATION SYSTEM**  
Enter number for emergency notifications  
**SAVE** changes
- 9) **SIGN IN** to MYNMSU with you new account
- 10) Click on **PASSPHRASE MANAGEMENT**  
Set up 3 security questions, click **SAVE**



[nmsua.edu](http://nmsua.edu)



[my.nmsu.edu](http://my.nmsu.edu) login page



3 security questions



For more information and/or assistance,  
call 575-439-3600 or email [ssnmsua@nmsu.edu](mailto:ssnmsua@nmsu.edu)