



# SETTING UP AN ECONNECT ACCOUNT FOR THE FIRST TIME

- 1) Go to [econnect.dcccd.edu](http://econnect.dcccd.edu).
- 2) Click on the Current Credit Students Menu.
- 3) Click on “Add Me to the eConnect Registry.”
- 4) Enter the requested information and click “Submit.”
- 5) Wait about two hours for your request to be processed before moving on to Step 6.
- 6) Go back to [econnect.dcccd.edu](http://econnect.dcccd.edu).
- 7) Click on the Current Credit Students Menu.
- 8) Click on “Setup My eConnect Account.”
- 9) Enter the requested information and click “Submit.”
- 10) Follow the directions on the next page to set up your eConnect password, password hint and Challenge Question. (Pick an easy-to-remember password, and create a good hint for yourself in case you forget it. You’ll also want to create a memorable Challenge Question and answer to use in case you need to reset your password later.)
- 11) Write down your student ID number and the email address you gave us, and keep this information in a safe place. You must have this information if you ever need to reset your eConnect password.

Need Help? Contact the Admissions/Registrar’s Office at your college:  
[www.dcccd.edu/AdmissionsOffices](http://www.dcccd.edu/AdmissionsOffices)

