

SETTING UP AND USING YOUR STFX EMAIL ACCOUNT

Your StFX student email is very important and should be set up as soon as possible.

All general correspondence from the MEd Program Office is sent to your StFX student email, as well as all notifications from your instructors.

The StFX student email is critical for attending your online courses and correspondence with all StFX services including IT Services.

It is important to check your student email on a regular basis.

Instructions on how to check your student e-mail:

Go to the [My StFX page](#) and click on “Office 365” (alternatively, you can also access your StFX email by visiting: www.office.com):

The screenshot displays the St. Francis Xavier University website. At the top, the university's logo and name are visible, along with a search bar and a dropdown menu for "A to Z Index". Below the header, a blue banner reads "CANADA'S PREMIER UNDERGRADUATE EXPERIENCE" and "StFX.CA". The main content area is titled "MyStFX" and "Students, Faculty and Staff". On the left, a "RESOURCES" sidebar lists various university services, with "Student" and "Faculty/Staff" tabs. The central image shows a scenic view of the university campus. Below the image, text directs users to "Get the latest COVID-19 information at StFX.CA". A section titled "New way to access mesAMIS and Banner. Having trouble?" features a diagram with a red arrow pointing from a box containing "BANNER" and "mesAMIS" to a box containing "OFFICE 365" and "THEU.CA". To the right of this diagram are two buttons: a red "HELP" button and a green "SUSTAINABILITY" button.

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RESOURCES

Student Faculty/Staff

Academic Advising
Academic Vice-President & Provost
Accessible Learning
Art Gallery
Athletics
Campus Transformation
Chaplaincy
Child Care
Conference Services
Continuing & Distance Education
Co-operative Education Program
Dean of Arts
Dean of Business
Dean of Education
Dean of Science
Dining Services
External Scholarships
Facilities Management
Faculty Search Page

MyStFX
Students, Faculty and Staff

Get the latest COVID-19 information at StFX.CA

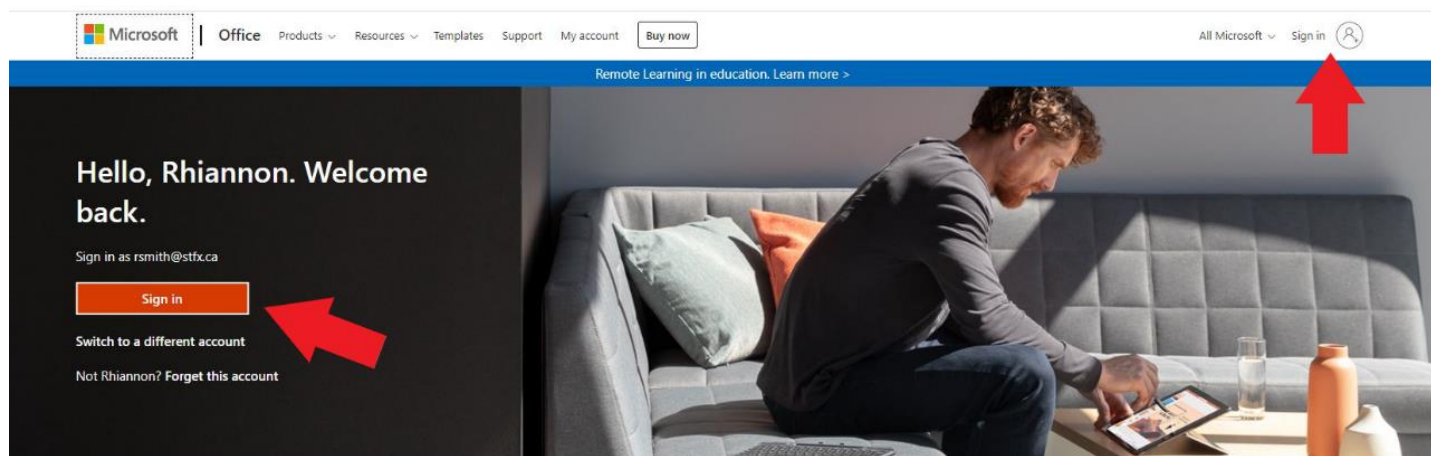
New way to access mesAMIS and Banner. **Having trouble?**

BANNER »
mesAMIS »

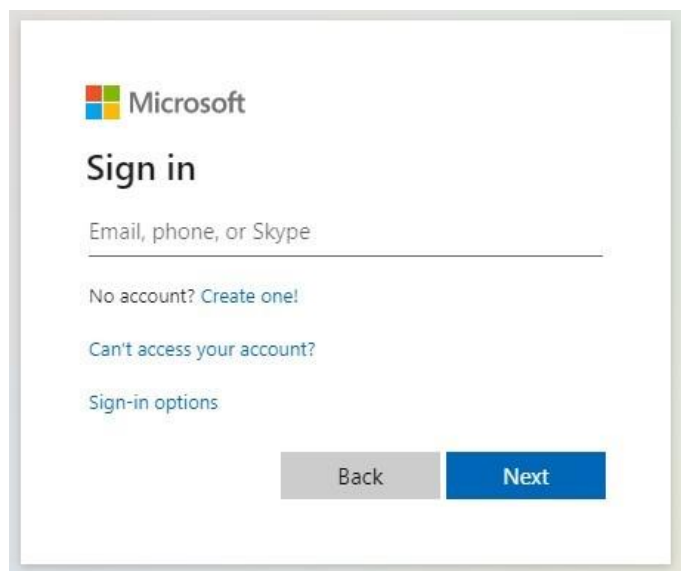
OFFICE 365 »
THEU.CA »

HELP »
SUSTAINABILITY

Via www.office.com:



Enter your student e-mail and password included in your acceptance package



You will be asked to set up a recovery e-mail or phone number the first time you log in. This is done in case you forget your password and need to recover/reset it.

Click on the outlook icon:

