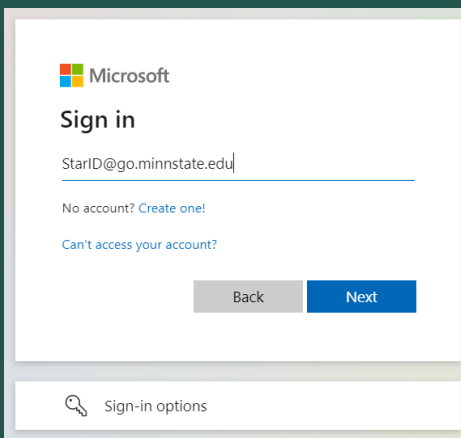


How can I access my BSU Student Email?

To sign into everything Microsoft 365 you use the following:

StarID@go.minnstate.edu

StarID password

A screenshot of the Microsoft Sign in page. At the top is the Microsoft logo. Below it is the text "Sign in". A text input field contains "StarID@go.minnstate.edu". Below the input field are two links: "No account? Create one!" and "Can't access your account?". At the bottom of the sign-in box are two buttons: "Back" and "Next". Below the sign-in box is a link that says "Sign-in options" with a magnifying glass icon.

Multi Factor Authentication (MFA)

The first time you sign into Microsoft 365 you will be required to enter a phone number for MFA set up.

You will be texted a code or receive a phone call when you sign into a new Microsoft 365 service, or application on a new device.

This is required of all Minnstate Microsoft 365 accounts and can not be disabled.

For assistance please reach out to the Service Desk or check our Knowledge Base for details.

What is my BSU Student Email?

Every student has an official BSU email address that follows the format:

Firstname.Lastname@live.bemidjstate.edu

It may also have a number listed in the address if there are multiple students with the same name in our system.

Example: John.Smith.3@live.bemidjstate.edu

Why does my email address look different?

All 37 schools use the same Office 365 tenant which is why you login using StarID@go.minnstate.edu to access Office 365.

Each institution you are affiliated with (attended or applied) creates an email address for you, branded for that institution. If you were affiliated with another institution before BSU your email address may not show as Firstname.Lastname@live.bemidjstate.edu when you send an email message.

How can I change my default email address?

To change your default email address, or view what other email addresses you have tied to your account you can do the following:

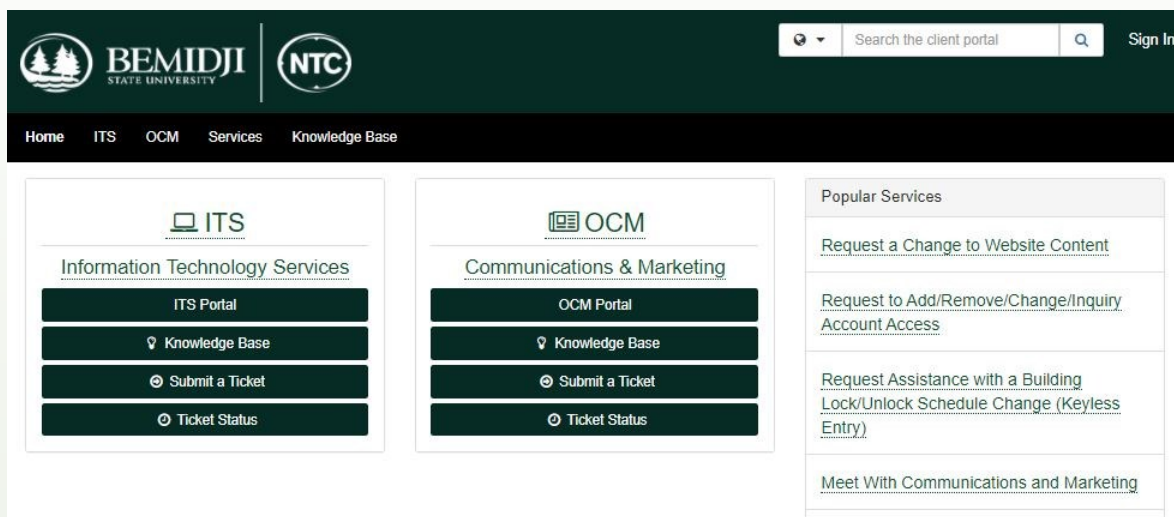
1. Navigate to the StarID website: <https://starid.minnstate.edu>
2. Select 'Sign in to Profile'
3. Enter your StarID and Password.
4. Select 'Sign In'
5. Near the top of the page select 'Office 365 Contact'
6. Near the bottom of the page select 'New Student Contact Card'
7. You should be presented with a list of valid email addresses.
8. Select the desired email.

It may take a couple hours to reflect the changes. If you have any questions or problems with this please contact the Service Desk.

Where do I go for help?

The Information Technology Service Desk has numerous Knowledge Base articles for reference. Select the Search box from the menu bar and begin typing to populate Knowledge Base articles, or Service Request suggestions. Service Requests allow you to submit a ticket by selecting “Get Help” or “Request Service”. Sign in using StarID@go.minnstate.edu and your StarID password.

<https://bemidjistate.edu/go/help>



You can also call the Service Desk at 218-755-3777 to have one of our helpful technicians assist you over the phone. We are also able to remote connect to your computer to assist resolving your problems regardless of your physical location.

You can also stop by to get assistance in person by coming to Deputy 161

How can we help?

Information Technology Services

Deputy Hall 161
Box#26

218-755-3777

Operating Hours

Monday-Friday 8:00am—4:00pm

<https://bemidjistate.edu/go/help>

<https://bemidjistate.edu/go/KB>