

UAEACC STUDENT LOGIN INFORMATION

Email | myUAEACC Portal | Blackboard | Microsoft Authenticator

IMPORTANT: All UAEACC email addresses use @uaeacc.edu.

1

Email Account

Username: USERNAME@uaeacc.edu

Initial Password: EaccMMDDYY *MMDDYY = your birthdate*

Steps to Access Email

1. Sign in using the credentials above.
2. When prompted with "Let's keep your account secure," select Next.
3. Follow the instructions to set up account security. You will need the Microsoft Authenticator app on your phone.

2

myUAEACC Portal

Username: lastnameXXXX *XXXX = last four digits of your Student ID*

Steps to Set Your Password

4. Go to the myUAEACC login page.
5. Enter your username in the Username field.
6. Select "I forgot my password."
7. Enter your UAEACC email address: username@uaeacc.edu.
8. Check your UAEACC email for a message from myEACC-Support.
9. Use the link in the email to set your password.

3

Blackboard

Username: Your Student ID number

- For a 7-digit Student ID, enter the full number.
- For a 9-digit Student ID, enter 1234-56789, including the dash.

Password options

- Your Student ID number, using the same format as the username.
- EaccMMDDYY, using the same format as the initial email password.

Microsoft Authenticator Setup

1

Download the App

- iPhone/iPad: Open the App Store, search for Microsoft Authenticator, and select Get.
- Android: Open Google Play, search for Microsoft Authenticator, and select Install.

2

Open the App and Allow Permissions

- Open the app after installation.
- Allow camera and notification permissions needed for QR-code scanning and sign-in alerts.

3

Add Your Account

- Select the + icon.
- Choose Work or school account for your UAEACC account.
- Scan the QR code or sign in manually when prompted.

4

Get the QR Code

- On a computer, sign in to your school or Microsoft account.
- Open Security Settings, select Two-step verification, and choose the option to set up Authenticator.
- Scan the displayed QR code with the app.

5

Test the Setup

- Try signing in to your UAEACC email, portal, or Microsoft account.
- Approve the notification or enter the code shown in the app.

5

Need Help?

For problems with myUAEACC or email login, contact Bob Fowler at bfowler@uaeacc.edu, or visit IT staff in the Computer Education Center (CEC).