



CLARENDON COLLEGE

Welcome to Clarendon College.

To help you with your educational journey at Clarendon College (<http://www.clarendoncollege.edu>) please note the following information regarding your logins to your three password protected electronic accounts.

- **Student Portal:** (<http://student.clarendoncollege.edu>) Will contain your student and course information.
- **Moodlerooms:** (<http://cctx.mrooms.net>) Will contain your online courses. All online courses are in Moodlerooms.
- **Bulldogmail:** (<http://www.office.com/login>) Will provide your email and online services such as OneDrive, OneNote, and Microsoft Office.

Username and Password Information

1. If you applied to Clarendon College using the Application Portal (<http://application.clarendoncollege.edu>), then you will use the same password; however your username will be changed when you are enrolled. Your new username, after you have been enrolled, will be your last name, followed by a period, followed by your first name initial, followed once by another period, which is then finally followed your middle name initial, i.e. **smith.j.d** (please notice that there is not a period or dot after the last initial).
2. If you applied using the Application Portal, you will receive an email with your username and password after Student Services starts processing your application for enrollment. It is important that you provide your personal email account when you apply, otherwise you will not receive the notification email.
3. If you did not use the application portal, please go to the Student Portal Login page, <http://student.clarendoncollege.edu>, and click on the "**Activate Account**" link. You will be prompted for your personal information you registered with to activate the account.
4. If you receive an error message after you have attempted to activate your account, please note that this information must match your registration information you entered on your application. If you cannot activate your account, please email administrator@clarendoncollege.edu.
5. If you forget your login please click on the "**Forgot Username and Password**" link located on the Student Portal Login page. Please remember to check your email account for an email containing your login information.
6. After you have officially registered for classes and about **one week before the beginning of the class**, your Moodlerooms and Bulldogmail accounts will be created. Also, your Student Portal username will be changed. The changed format for your new **Student Portal** username will be last name, followed by a period, followed by your first name initial, followed once again by another period, which is then finally followed your middle name initial, i.e. **smith.j.d** (please notice that there is not a period or dot after the last initial).
7. Your Moodlerooms login will initially be set to your Student Portal login and will be synchronized with your Student Portal login. If you change your Student Portal password, the system will automatically change your Moodlerooms password 30 minutes later. If you change your Moodlerooms login, the system will change it back to match your Student Portal login.
8. Your Bulldogmail/Office 365 login is a separate login from the other two. Initially your Bulldogmail password will be the same as your Student Portal password. If you change your Bulldogmail password, it will remain different from the other two sites.
9. Your **Bulldogmail** username format is as follows; *last name.first name initial. middle initial@bulldogmail.com*, i.e. **smith.j.d@bulldogmail.com**. This is similar to your Student Portal username with the exception of @bulldogmail.com added to the username.
10. If you have problems logging into Moodlerooms, please remember your username format as mentioned above, also your email address will usually be set to your Bulldogmail address.
11. If you have problems accessing your Student Portal, Moodlerooms or Bulldogmail, please email the system admin, administrator@clarendoncollege.edu. Also to get your Bulldogmail password you can click the "**Can't access your account?**" link on the Office 365 site login page.

Other Information

To access your Moodlerooms online classes, click on the "**Login to Online Classes**" link on the college's main webpage; <http://www.clarendoncollege.edu>. You may also access Moodlerooms from your Student Portal by clicking the "My Moodlerooms" menu item.

To access your Bulldogmail (Office 365) site, go to the college's main webpage, <http://www.clarendoncollege.edu>, and click on "**Students**" and then click the "**Email**" link from the popup menu. You may also access your Bulldogmail from the Student Portal by clicking the "**My Bulldogmail**" menu item or by this web address; <https://login.microsoftonline.com>.

For more information on Moodlerooms go to <http://www.clarendoncollege.edu> and click on the link titled "**Login to Online Classes**".

For more information on the Bulldogmail and Office 365 and additional service related to your Bulldogmail, please click the "**Help**" menu item in your Student Portal.

If you have any login issues please email the system admin at: administrator@clarendoncollege.edu.