

## Student Mail Reference Guide

The following Instructions will guide you through the setup process of your **St Augustine College Email** account.

1. Open your Web browser (*i.e. Chrome, Mozilla Firefox, Edge*) and go to: [mail.staugustine.edu](mailto:mail.staugustine.edu)

2.

Enter your current St. Augustine e-mail account.  
Example  
username@my.staugustine.edu

Click [Next].

3.

Enter your password. Default password is SAC (capital letters), your ID number and the # sign.  
Example: **SAC12345#**

Click [Sign in].

If you have any **login problem**, please contact our IT department at **773-878-3855** or [helpdesk@staugustine.edu](mailto:helpdesk@staugustine.edu).