## Sign In To Your New Account

You must make sure you are not signed into any other Microsoft accounts to continue. If you are unsure if you are signed into any other Microsoft accounts, please open an **Incognito or Private browser window using a desktop or laptop computer** before you proceed.

## Phones and mobile browsers will not work for this initial log in.

- First, please go to <u>https://rnstudentportal.upmc.com/cmcportal/</u> and click on the "Applicant Portal Homepage" or "Student Portal Homepage" tiles.
- Sign in using your <u>\*\*\*\*@son.upmc.edu</u> username and password. If you don't know your username, please <u>Campusvue Portal@upmc.edu</u>
- After you enter your login information above, you will be prompted to change the temporary password above to a permanent password.
- After you have changed to a permanent password you will be prompted to set up Multi Factor Authentication (MFA) for your account.

## Set Up MFA

MFA is required for the account.

- 1. After setting your new password, you will be prompted with a "More information required" message once the permanent password is configured.
- 2. Follow the prompts to configure MFA on your mobile device.
- 3. Step by step instructions for setting up MFA can be found at the bottom of this message

After you have set up MFA, please go to this URL: https://rnstudentportal.upmc.com/

If you are still unable to login after following all the steps outlined above, please email <u>Campusvue\_Portal@upmc.edu</u> and the SON team will respond to questions in the order in which they were received during normal business hours.

Please note: your username that ends with @son.upmc.edu is a <u>login username for the</u> <u>Nursing portal only and not a new email address.</u>