Directions for Activating Your College e-mail Account

Lehman student e-mail, Live @ Lehman, is used to quickly communicate a wide array of important college information to you such as registration appointments, financial aid updates, scholarship information, advising schedules, campus events and much more. Live @ Lehman offers 5 GB of storage space (which grows with your needs), continued access after graduation and other services such as shared calendars. Lehman instructors will regularly communicate with you by e-mail and important services provided by the eSIMS system, Blackboard and the CUNY Portal will only utilize your Lehman e-mail address. Be sure to stay informed by checking your Lehman e-mail. The college will assume that you are reviewing your e-mail on at least a weekly basis.

A: Type the following address in your browser address bar: www.lehman.edu/live, www.bing.com, www.live.com or www.hotmail.com

B: Enter your Windows Live ID: Your windows Live ID is as follows: Firstname.Lastname@lc.cuny.edu Example: Mary.Johnson@lc.cuny.edu (Your ID is not Case Sensitive) YOU MUST ENTER YOUR ENTIRE ID, including "@lc.cuny.edu". In some cases, your e-mail address may contain a number: juan.rodriguez1@lc.cuny.edu. The reason this happens is because there is more than one person named Juan Rodriguez so the system assigns a number following your name. The number is part of your LIVE ID ! If you do not know your LIVE ID, please check the e-SIMS section when you log in to CUNY Portal. Your e-mail address will be located there

C: Enter your Password. If you are activating for the first time, your password will be: MJYYYYMMDD (Birth Year, Month and Date)

D: Press Sign-In and You will be asked to enter your password again and CHANGE YOUR PASSWORD. YOU MUST CHANGE YOUR PASSWORD. When your change your password to one other than the default that you signed in with, IT IS CASE SENSITIVE You will also be asked a series of questions and an alternate e-mail address. Answer the questions and alternate e-mail address and you are finished. You are now ready to sign in to your Lehman College e-mail account.

Special Notes on E-mail
Your Lehman College e-mail account is yours forever !
You receive 5-GB of Storage Space and Virus File Scanning
Your Lehman College e-mail is FREE !!!