

Welcome to the University of Dubuque. We are excited to have you as a new student and want to provide you with everything you need to ensure getting connected to our technology systems as easy as possible. Following are instructions that will help you get connected for the first time as well as information to connect to other systems you will use frequently during your academic career here at the University of Dubuque. If you have any questions or experience any issues please contact our Help Desk at 563-589-3737 or [helpdesk@dbq.edu](mailto:helpdesk@dbq.edu). If you are on campus you can find Help Desk team members ready to assist you with any of your technology needs in room 105 of Van Vliet Hall.

### **First time User**

- Please log into <http://mycampus.dbq.edu>
- Click on First time User in upper right below Sign In
- Enter your ID number, Next
- Enter your Username, Next
- Enter new password
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**Password must be a minimum of 6 characters and contain at least 3 of the following 4 categories:**

- Uppercase character
- Lowercase character
- Number
- Special character

### **UD Email**

- Use your UD email to communicate with your professors and classmates
- To check your email, go to <http://email.dbq.edu>
- Enter your email address (username followed by @dbq.edu) and password to log in

### **MyUD**

- Use MyUD to access course schedules, financial aid information, and grades
- To view MyUD, go to <http://my.dbq.edu>
- Enter your username and password at the top right of the page to log in
- For more information, contact the Registrar's Office, [registrar@dbq.edu](mailto:registrar@dbq.edu) or 563-589-3178