



SET UP YOUR NWU EMAIL ADDRESS



How to set up your NWU Email Address?

Once you have registered at NWU, you will receive detailed instructions on how to set up and manage your university accounts, including your Student Engagement Portal credentials and password management. These instructions will be sent to the contact details on record at NWU, so please ensure that your details are up to date.

To ensure a smooth experience, it is important to understand how to navigate the account setup process, manage password changes, and maintain strong security practices.



The process starts with receiving your initial login credentials, followed by regular password updates and guidance on how to manage your passwords securely. The system is continually being improved to ensure seamless communication and support for all students.

Password Setup Process



Once you have registered, sign in to your **primary account** using the information provided at <https://services.nwu.ac.za/information-technology/student-passwords>. You will receive an email in your primary account containing login credentials for your **Student Engagement Portal** account, which you used to register.

1 Primary Account

You will be assigned an **NWU email address**, e.g. 12345678@mynwu.ac.za. This email address will be used for communication with your lecturers and to log in to all NWU systems such as **eFundi**, your **NWU Microsoft account** and **Wi-Fi** services.

- You will need to reset your password every three months, which can be done on the **Password Change** page:
https://password.nwu.ac.za/manqiti/password_change.jsp

2 Student Engagement Portal

A non-expiring username and password for the Student Engagement Portal will be sent to your primary account. These credentials can only be used to access the Student Engagement Portal, e.g.: 01012024@mysis-nwu.ac.za.

- Use a password manager to keep this password safe as it will not expire.
- Keep your login credentials safe and do not share your password format with anyone. Protect your personal information!

PLEASE NOTE:

- Senior Students:** All returning students will receive similar communications to ensure they have credentials.
- Multi-factor authentication (MFA)** will only be enabled for your NWU account (e.g. 12345678@mynwu.ac.za).

It is strongly recommended that you download and use **Microsoft Authenticator** to manage your two-factor authentication (2FA).