



USD Email & Student Account Instructions

Welcome to the USD community!

Your MySanDiego account will allow you to log into the MySanDiego Portal, check your USD webmail, access Blackboard, access your student account, and connect your computer to the campus wired and wireless networks.

You will need the following pieces of information to create your account:

- USD ID number (included in your acceptance letter)
- Last four digits of your Social Security Number
- Date of birth

To begin the account activation process, go to: my.sandiego.edu.

Click on "*Register/Claim your USDOne account*" and follow the instructions.

If you have any questions or problems with your account activation, contact the **ITS Help Desk at (619) 260-7900** or help@sandiego.edu for assistance.

Please allow 24 hours for your MySanDiego account to activate. Once your email account is active, please allow one day for your access to the portal to become active.

Check your email at toreromail.sandiego.edu regularly for USD news and important information for the start of classes.

Please use your USD email when contacting the program staff. Personal email accounts such as Yahoo, Gmail, etc. may go to "Junk Mail".