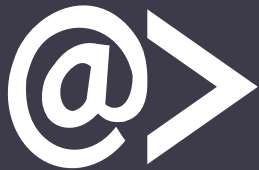# Instructions for accessing the

STUDENT PORTAL

using your institutional email

EMAIL FORMULA:

> **First letter of your name**
> **Last name**
> **Last four digits of your student number**
> **@stu.daveschool.org**

Example:
Name: John Doe
Last four digits of your student number: 1010
Email: jdoe1010@stu.daveschool.org

PASSWORD FORMULA:

> **First letter of your name**
> **First letter of your last name**
> **Last four digits of your Social Security number**

Example:
Name: John Doe
Last four digits of your Social Security number: 2020
Password: jd2020

***_

NOW YOU CAN ACCESS YOUR
STUDENT PORTAL:

- **Just visit** **www.dave.nuc.edu** **and go to Student login and click on Student Portal.**

- **Once you access the website and use your email and password for the first time, the system will require you to change your password (it should be at least 6 characters).**

- **Once this process is done, you have activated your account in the portal, and you'll be ready to access and benefit from all the services it provides.**

ACCESS YOUR EMAIL WITH OFFICE 365 USING ONLY ONE ACCESS ACCOUNT.

FOR MORE INFORMATION, VISIT:

https://dave.nuc.edu/student-portal-instructions/